

# **WATERLOO CITY COUNCIL**

## ***Regular Meeting Agenda***

Date: November 06, 2017

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 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.
  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. 17-23 Approving 2018 MFT Funds in the Amount of \$359,859.95.
    - B. Consideration and Action on Ordinance No. 1738 Establishing an Administrative Procedure for Assessing and Determining Claims Under PSEBA.
  11. Unfinished Business.
  12. Miscellaneous Business.
    - A. Consideration and Action on Warrant No. 559.
    - B. Consideration and Action on Ad to be placed in the 2018 Visitor's Guide in the amount of \$2,375.00 (discounted 50%) to be paid out of the Hotel / Motel Tax Fund.
    - C. Consideration and Action on Special Event Permit Application No. 17-022-E for the GLOW Holiday Parade to be held in Downtown Waterloo on Saturday, November 25, 2017 at 5:30 p.m.
    - D. Consideration and Action on Approval of the 2018 Regularly Scheduled Meeting and Holiday Dates.
    - E. Consideration and Approval on Renewal of Liability and Workers Compensation, and Equipment Breakdown Insurance Coverage with IMLRMA.
    - F. Consideration and Action on Solicitation Request from the VFW Metzger-Crook Post #6504 for their Annual Buddy Poppy Drive to be held on Saturday, November 18, 2017, 8:00 a.m. to 12:00 p.m., at the intersections of Main / Mill and Rogers / Hamacher.
    - G. Consideration and Action on Building Permit Fee Waiver Request in the amount of \$173.50 from the Morrison-Talbot Library.
    - H. Consideration and Action on Approval of Executive Session for Review of Executive Session Minutes Part B as per 5 ILCS 120/2(c)(21).
  13. Discussion of Matters by Council Members Arising After Agenda Deadline.
  14. Motion to Adjourn.
- 
- 

### **DATES TO REMEMBER**

- Nov. 06, 2017 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
- Nov. 08, 2017 – Minister's Meeting, Waterloo City Hall: Second Floor, 8:00 a.m.
- Nov. 08, 2017 – Park District Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
- Nov. 09, 2017 – Violence Prevention Meeting, Waterloo City Hall: Second Floor, 4:00 p.m.
- Nov. 09, 2017 – Cemetery Board Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
- Nov. 10 and 11, 2017 – CITY OFFICES CLOSED FOR VETERAN'S DAY.
- Nov. 13, 2017 – Planning Commission Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
- Nov. 14, 2017 – Sister Cities Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
- Nov. 16, 2017 – Zoning Board of Appeals Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
- Nov. 20, 2017 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
- Nov. 23, 24 and 25, 2017 – CITY OFFICES CLOSED FOR THANKSGIVING HOLIDAY.
- Nov. 28, 2017 – American Legion Meeting, Waterloo City Hall: Second Floor, 7:00 p.m.
- Dec. 04, 2017 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.

**MINUTES OF THE  
CITY COUNCIL MEETING  
OCTOBER 16, 2017**

1. The meeting was called to order by Mayor Tom Smith.
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 Hopkins to approve the October 02, 2017 City Council Meeting 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.  
The report is in the packet. Motion to accept the report made by Alderman Heller and seconded by Alderman Row. Motion passed unanimously with Aldermen Heller, Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner and Row voting yea.
  - B. Report of Treasurer.
    1. Annual Treasurer's Report.  
Motion to accept the Annual Report made by Alderman Notheisen and seconded by Alderman Hopkins. Motion passed unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.
    2. Monthly Treasurer's Report.  
Motion to accept the Monthly Treasurer's Report was made by Alderman Row and seconded by Alderman Heller. Motion passed unanimously with Aldermen Row, Heller, Notheisen, Thomas, Hopkins, Trantham, Darter and Buettner voting yea.
  - C. Report of Zoning Administrator.  
Administrator Nagel stated the report is in the packet.
  - D. Report of Building Inspector/Code Administrator.  
Administrator Krebel stated the report is in the packet.
  - E. Report of Director of Public Works.  
Tim Birk reported the letter from the Census Bureau has been received and the population in Waterloo has increased bringing the number to 10,879.
  - F. Report of Chief of Police.  
No report.
  - G. Report of City Attorney.  
No report.
  - H. Report and Communication by Mayor.  
Mayor Smith presented a Façade Grant Check in the amount of \$3,787.73 to Nathan Hirsch for commercial property located at 210 W. Mill Street.

Mayor Smith thanked everyone who helped with the Pumpkinfest Saturday. Especially the efforts of all those who helped clean up and to Sarah Duetch and Shawn Kennedy.

Mayor Smith announced the city will be receiving a Governors Hometown Award on Nov. 8 for its involvement with the House of Neighborly Service. The city will also be recognized for its community service in relation to House of Neighborly Service during an East-West Gateway Council of Governments banquet on Nov. 17.

8. Report of Standing Committees.  
None.

9. Report of Special Committees.  
None.

10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.

A. Consideration and Action on Ordinance No. 1736 Amending the Revised Code of Ordinances of the City of Waterloo, Illinois, Chapter 24 Motor Vehicle Code, Article VI Parking Rules, Section 24-6-3 No-Parking Places, by the Deletion and Replacement of Section 24-6-3(D)(1) and Addition of Sections 24-6-3(E), (F) and (G), Regarding the Parking of Recreational Vehicles, Trailers, and Construction Equipment.

Motion made by Alderman Heller and seconded by Alderman Hopkins to approve Ordinance No. 1736 amending the Revised Code of Ordinances of the City of Waterloo, Illinois, Chapter 24 Motor Vehicle Code, Article VI Parking Rules, Section 23-6-3 No Parking Places, by the deletion and replacement of Section 24-6-3(D)(1) and the addition of Sections 24-6-3(E), (F) and (G), regarding the parking of recreational vehicles, trailers, and construction equipment. Discussion. Ordinance Committee Chairman, Clyde Heller, stated it will go into effect in 90 days. Motion passed 7-1 with Aldermen Heller, Notheisen, Thomas, Hopkins, Trantham, Darter and Row voting yea. Alderman Buettner voted nay.

B. Consideration and Action on Ordinance No 1737 Amending the Revised Code of Ordinances of the City of Waterloo, Illinois, Chapter 27 Offenses, Article IV Offenses Against Property, Section V Trespass, by the Addition of Section 27-4-5(B)(5), Prohibiting Constructive Trespass in the City.

Motion made by Alderman Notheisen and seconded by Alderman Row to approve Ordinance No. 1737 amending the Revised Code of Ordinances of the City of Waterloo, Illinois, Chapter 27 Offenses, Article IV Offenses Against Property, Section V Trespass, by the addition of Section 27-4-5(B)(5), prohibiting constructive trespass in the city. Discussion. The subject of drones on another's property was discussed as part of this Ordinance which states drones are only legally used for law enforcement, government or private commercial purposes. Motion passed unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner Row and Heller voting yea.

11. Unfinished Business.  
None.

12. Miscellaneous Business.

A. Consideration and Action on Approval of the Preliminary Plat for Southern Illinois Center for Health Phase 2.

Motion made by Alderman Row and seconded by Alderman Heller to approve the Preliminary Plat for Southern Illinois Center for Health Phase 2. Motion passed unanimously with Aldermen Row, Heller, Notheisen, Thomas, Hopkins, Trantham, Darter and Buettner voting yea.

B. Consideration and Action on Approval of the Final Plat for Southern Illinois Center for Health Phase 2.

Motion made by Alderman Row and seconded by Alderman Heller to approve the Final Plat for Southern Illinois Center for Health Phase 2. Motion passed unanimously with Aldermen Row, Heller, Notheisen, Thomas, Hopkins, Trantham, Darter and Buettner voting yea.

C. Consideration and Action on Approval of Executive Session for the Semi-Annual Review of Executive Session Minutes as per 5 ILCS 120/3(c)(21).

Motion made by Alderman Notheisen and seconded by Alderman Hopkins to approve going into Executive Session for the Semi-Annual Review of Executive Session Minutes as per 5 ILCS 120/2(c)(21). Motion passed unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea. Time 7:47 p.m.

The council meeting reconvened at 7:56 p.m. Motion to reconvene made by Alderman Notheisen and seconded by Alderman Darter. Motion passed by unanimous voice vote. City Clerk, Barbara Pace reported the Executive Session Minutes from 06-19-17 were approved and will go under Schedule B. Motion made by Alderman Notheisen and seconded by Alderman Heller. Motion passed by unanimous voice vote.

13. Discussion of Matters by Council Members Arising After Agenda Deadline.

**Alderman Buettner** stated the recent Waterloo Historical Tour was good; however, the attendance was down which he thought was due to the time being in the afternoon and not evening.

14. Motion to Adjourn. Motion made by Alderman Darter and seconded by Alderman Buettner to adjourn. Motion passed by unanimous voice vote. Mayor Smith adjourned the meeting at 8:00 p.m.

**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:  
November 06, 2017  
(Date)

2. Description of matter to be placed on agenda:  
Consideration and Action on Resolution No. 17-23 Approving 2018 MFT Funds in  
the Amount of \$359,859.95.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

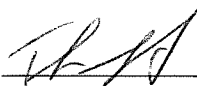
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_

4. Submittal date: 10-30-17

Submitted by:  
Tim Birk, Director of Public Works  
\_\_\_\_\_  
\_\_\_\_\_

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



#17-23  
**Resolution for Maintenance  
 Under the Illinois Highway Code**



Resolution Number	Resolution Type	Section Number
	Original	18-0000-00-GM

BE IT RESOLVED, by the Council of the City of Waterloo Illinois that there is hereby appropriated the sum of Three Hundred Thousand Fifty Nine Eight Hundred Fifty Nine and 95/100 Dollars ( \$359,859.95 )

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from 01/01/18 to 12/31/18 Beginning Date Ending Date

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that City of Waterloo shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I Barbara Pace City Clerk in and for said City of Waterloo in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the Council of Waterloo at a meeting held on 1/11/18 Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 11 day of January Month, Year

X (SEAL)

Clerk Signature  
 X

APPROVED

Regional Engineer  
 Department of Transportation  
 Date



Submission Type

Local Public Agency  County  Section  Maintenance Period Beginning  Ending

**Estimated Cost of Maintenance Operations**

Maintenance Operation (No. and Description)	Maint. Eng. Group	Insp. Req.	For Group I, IIA, IIB or III				Est Total Operation Cost	
			Item	Unit	Quantity	Unit Price		Item Cost
1. Resealing	III	N	Bitum. Matl. (Seal Ct. HFE-150), Furn. & Ap.	Ton	126	\$335.00	\$42,210.00	\$53,460.00
	III	N	Seal Ct. Agg., F. & Ld.	Ton	1,250	\$9.00	\$11,250.00	
2. Prime Coat	III	N	Bitum. Matl. (MC-800) Furnished & Delivered	Ton	19	\$571.00	\$10,849.00	\$10,849.00
3. Patching	IIB	N	Aggregate, CA-6, Ty. B Furnished & Loaded	Ton	1,000	\$6.71	\$6,710.00	\$41,525.00
	IIB	N	Bitum. Mix. for Maint. (M-19-07) Furn. & Ld.	Ton	250	\$69.50	\$17,375.00	
	IIB	N	Bitum. Mix for Maint. (M-120) Furn. & Ld.	Ton	60	\$120.00	\$7,200.00	
	IIB	N	Hot-Mix Asphalt Patch. (Srf. Cse., Mix "C"/"D") Furnished & Loaded	Ton	200	\$51.00	\$10,200.00	
4. Snow & Ice Control	I	N	Bulk Deicing Salt	Ton	700	\$57.00	\$39,900.00	\$47,950.00
	IIA	N	Liquid CaCl	Gal.	4,500	\$0.90	\$4,050.00	
	IIA	N	Dry CaCl	Pallet	1	\$4,000.00	\$4,000.00	
<b>Total Estimated Maintenance Operation Cost</b>							<b>\$153,784.00</b>	

**Estimated Cost of Maintenance Engineering**

Preliminary Engineering
Engineering Inspection
Material Testing
Advertising
Bridge Inspections
<b>Total Estimated Maintenance Engineering Cost</b>

**Maintenance Program Estimated Costs**

	Estimated Cost	MFT Portion	Other Funds
Maint Oper	\$153,784.00		
Maint Eng			
<b>Totals</b>	<b>\$153,784.00</b>		
<b>Total Estimated Maintenance Cost</b>			<b>\$153,784.00</b>

**Submitted**

Municipal Official  Date

Title

**Approved**

Regional Engineer  
Department of Transportation

Date









**Maintenance Engineering to be Performed by a Consulting Engineer**  
(to be attached to BLR 14231 or BLR 14221)

Local Agency City of Waterloo  
Section Number 18-00000-00-GM

The services to be performed by the consulting engineer, pertaining to the various items of work included in the estimated cost of maintenance operations (BLR 14231 or BLR 14221), shall consist of the following:

**PRELIMINARY ENGINEERING shall include:**

Investigation of the condition of the streets or highways for determination (in consultation with the local highway authority) of the maintenance operations to be included in the maintenance program: preparation of the maintenance resolution, maintenance estimate of cost and, if applicable, proposal; attendance at meetings of the governing body as may reasonably be required; attendance at public letting; preparation of the contract and/or acceptance of BLR 12330 form. The maintenance expenditure statement must be submitted to IDOT within 3 months of the end of the maintenance period.

**ENGINEERING INSPECTION shall include:**

Furnishing the engineering field inspection, including preparation of payment estimate for contract, material proposal and/or deliver and install proposal and/or checking material invoices of those maintenance operations requiring engineering field inspection, as opposed to those routine maintenance operations as described in Chapter 14-2.04 of BLRS Manual, which may or may not require engineering inspection.

For furnishing preliminary engineering, the engineer will be paid a base fee PLUS a negotiated fee percentage. For furnishing engineering inspection the engineer will be paid a negotiated fee percentage. The negotiated preliminary engineering fee percentage for each group shown in the "Schedule of Fees" shall be applied to the total estimated costs of that group. The negotiated fee for engineering inspection for each group shall be applied to the total final cost of that group for the items which required engineering inspection. In no case shall this be construed to include supervision of contractor operations.

**SCHEDULE OF FEES**

Total of the Maintenance Operation	Base Fee
<input checked="" type="checkbox"/> > \$20,000	\$1,250.00
<input type="checkbox"/> ≤ \$20,000 (Negotiated: \$1,250 Max.)	

**PLUS**

Group	Preliminary Engineering		Engineering Inspection		Operation to be Inspected
	Acceptable Fee %	Negotiated Fee %	Acceptable Fee %	Negotiated Fee %	
I	NA	NA	NA	NA	NA
IIA	2%	2%	1%	na	na
IIB	3%	2%	3%	na	na
III	4%	3%	4%	na	na
IV	5%	na	6%	na	na

By: [Signature]  
Local Agency Official Signature  
  
City Clerk, Barbara Pace  
Title  
  
Date

By: [Signature]  
Consulting Engineer Signature  
Engineer - HMG  
Title  
10-25-17  
Date  
  
P.E. Seal  
P.E. License Expiration Date

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:  
November 06, 2017  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Ordinance No. 1738 Establishing an Administrative Procedure for Assessing and Determining Claims Under PSEBA.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_
  
4. Submittal date: 11-03-17  
  
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

ORDINANCE NO. 1738

AN ORDINANCE ESTABLISHING AN ADMINISTRATIVE PROCEDURE FOR  
ASSESSING AND DETERMINING CLAIMS UNDER PSEBA

**WHEREAS**, the legislature granted non-home rule municipalities the broad authority to “pass all ordinances and make all rules and regulations proper or necessary, to carry into effect the powers granted to municipalities” (65 ILCS 5/1-2-1); and

**WHEREAS**, while “non-home rule municipalities have the authority to enact ordinances, such ordinances may in no event conflict with state law or prohibit what a state statute expressly permits... A local ordinance may impose more rigorous or definite regulations in addition to those enacted by the state legislature so long as they do not conflict with the statute” (*Village of Wauconda v. Hutton*, 291 Ill. App 3d 1058, 1060 (1997)); and

**WHEREAS**, the Public Safety Employee Benefit Act (“PSEBA” or “Act”) was enacted in 1997 to provide free health insurance benefits when a “full-time law enforcement, correctional or correctional probation officer, or firefighter, who...suffers a catastrophic injury or is killed in the line of duty” (820 ILCS 320/10(a)); and

**WHEREAS**, Illinois courts have noted that “although the legislature made [PSEBA benefits] contingent upon the existence of a “catastrophic injury,” the Act nowhere defines “catastrophic injury” (*Krohe v. City of Bloomington*, 204 Ill. 2d 392,395 (2003)); and

**WHEREAS**, *Englum v. The City of Charleston*, 2017 IL App (4<sup>th</sup>) 160747 (2017) found that a non-home rule municipality’s ordinance establishing an administrative procedure for assessing claims under PSEBA “complemented the determinations of the legislature by enacting a procedural process to fulfill the substantive requirements of the [Act]” and such an ordinance “facilitate[s] the purpose of the [Act]” ¶ 73; and

**WHEREAS**, the Court in *Englum* found that non-home rule municipalities have the authority to enact an ordinance establishing a local administrative procedure to determine eligibility for PSEBA benefits; and

**WHEREAS**, as a result of the decision in *Englum*, the City now desires to adopt the following ordinance and finds that this is in the best interest of the citizens' health, safety, and welfare.

**NOW THEREFORE**, be it ordained by the corporate authorities of the City of Waterloo as follows:

**Section 1.**

**PURPOSE.**

The purpose of this ordinance is to provide a fair and efficient method for determining the eligibility of a full-time employee for the benefits enumerated under PSEBA through an administrative process, including if necessary, an administrative hearing.

**Section 2.**

**DEFINITIONS.**

For the purpose of this Ordinance, the following terms will have the following meanings. These definitions are derived from the federal Public Health and Welfare Act, which was enacted in 1944 and amended in 1984 to define, by inclusion or reference, the following terms.

For use in this Ordinance, provisions containing the words "mayor," "commissioner," "alderman," or "city council" also apply to the president, trustee, councilmember and boards of trustees so far as the provisions are applicable to them.

Catastrophic injury	An injury, the direct and proximate consequences of which permanently prevent an individual from performing any gainful work.
Gainful work	Full-or part-time activity that actually is compensated or commonly is compensated.
Injury	A traumatic physical wound (or traumatized physical condition of the body) directly and proximately caused by external force (such as bullets, explosives, sharp instruments, blunt objects, or physical blows), chemicals, electricity, climatic conditions, infectious disease, radiation, virii, or bacteria, but does not include - (1) Any occupational disease; or (2) Any condition of the body caused or occasioned by stress or strain.

### **Section 3.**

#### **APPLICATION PROCEDURE.**

As noted by the Court in *Englum*, “while the [Act] contained *substantive* requirements for section 10 eligibility, the [Act] contained no *procedural* requirements for determining whether a former employee met the substantive criteria.” ¶ 55. This ordinance and the application procedure of this section establishes guidance on the proper procedural requirements for Public Safety Officers seeking PSEBA benefits in the City.

- A. Public Safety Officers, or family member(s) of an injured or deceased Public Safety Officer, (“Applicant”) must file a full and complete PSEBA application in writing within thirty (30) days of filing a pension claim with the City or within thirty (30) days of the date of the adoption of this Ordinance in the event that an Applicant has filed for a pension or PDEBA claim prior to the date of adoption of this Ordinance, whichever is later, if the Applicant is seeking benefits under PSEBA. The City shall notify Applicant if the PSEBA application is incomplete and Applicant shall have five (5) days to remedy their application. Failure to timely file the full and complete application shall result in a forfeiture of the benefits under PSEBA by failure to properly submit a complete application.
- B. A complete PSEBA application includes the following:
  1. The name of the Applicant, date of hire, detailed information regarding the incident, including information relating to how the injury was sustained in the line of duty (date, time, place, nature of injury, and other factual circumstances surrounding the incident giving rise to said claim);
  2. The Applicant’s firsthand knowledge explaining to the City’s satisfaction, how the injury/death directly resulted from:
    - i. Response to fresh pursuit;
    - ii. Response to what is reasonably believed to be an emergency;
    - iii. Response to an unlawful act perpetrated by another; or
    - iv. Participation during the investigation of a criminal act;
  3. A signed PSEBA medical authorization release which authorizes the collection of information related to the incident including, but not limited to, disability pension proceedings, worker’s compensation records, and

medical records and specifies the name and address for pertinent health care provider(s);

4. A signed PSEBA general information release specifying the name and signature of the Applicant or her/his authorized representative along with legal proof of said representation and name and signature of witness authorizing the collection of information pertinent to the incident review process;
  5. The name(s) of witnesses to the incident;
  6. The name(s) of witnesses the Applicant intends to call at the PSEBA hearing;
  7. Information and supporting pension documentation filed with the appropriate pension board;
  8. Information supporting the PSEBA eligibility requirements; and
  9. Other sources of health insurance benefits currently enrolled in or received by the Applicant and/or family members of the Applicant is deceased.
- C. The PSEBA application must be submitted to the Chief of Police in its entirety.
- D. The PSEBA application must be sworn and notarized to certify the truthfulness of the content of the information. A review of the application shall not occur until the application is complete.
- E. On the date that the PSEBA application is deemed complete by the City, the completed application shall then be submitted to the City as the Preliminary Record, and a copy of the same shall be date stamped and provided to the Applicant.
- F. Upon receipt of a complete application for PSEBA benefits, the City shall set the matter for an administrative hearing before a hearing officer to make a determination on whether to grant the Applicant PSEBA benefits based on the result of the administrative hearing.
- G. The Applicant will be given written notice of the date for the scheduled administrative hearing to be served not less than ten (10) days prior to the commencement of the hearing. If the Applicant, upon receiving written notice of the administrative hearing, cannot attend said date, the Applicant must contact the

hearing officer in writing within seven (7) days after being served. The hearing officer shall establish an alternative hearing date which is within thirty (30) days of the original hearing date. Failure to appear at the administrative hearing shall result in denial of PSEBA benefits.

**Section 4.**

**ADMINISTRATIVE COMPOSITION.**

The administrative hearing shall be scheduled and conducted by a hearing officer whose authority and limitations are as follows:

- A. Authority of the hearing officer. The hearing officer shall have all of the authorities granted to her/him under common law relative to the conduct of an administrative hearing, including the authority to:
  - 1. Preside over City hearings involving PSEBA;
  - 2. Administer oaths;
  - 3. Hear testimony and accept evidence that is relevant to the issue of eligibility under PSEBA;
  - 4. Issue subpoenas to secure attendance of witnesses and the production of relevant papers or documents upon the request of the parties or their representatives;
  - 5. Rule upon objections in the admissibility of evidence;
  - 6. Preserve and authenticate the record of the hearing and all exhibits in evidence introduced at the hearing; and
  - 7. Issue a determination based on the evidence presented at the hearing, the determination of which shall be in writing and shall include a written finding of fact, decision and order.
  
- B. Hearing officer. The Mayor, with the advice and consent of the City Council, is hereby authorized to appoint a person to hold the position of hearing officer for each hearing on PSEBA benefits that shall come before this City. In making said selection, the following information should be considered, at a minimum:
  - 1. The individual's ability to comply with the job description as set forth herein; and



2. The individual must be an attorney licensed to practice law in the State of Illinois and have knowledge of and experience in employment and labor law, general civil procedure, the rules of evidence, and administrative practice.

**Section 5.**

**ADMINISTRATIVE HEARING.**

The system of administrative hearings for the determination of eligibility for benefits under PSEBA shall be initiated either by the City or by the Applicant after the submission of a full and complete PSEBA application. An administrative hearing shall be held to adjudicate and determine whether the Applicant is eligible for benefits under PSEBA. If the Applicant is found eligible, the benefits shall be consistent with the Act.

- A. Record. The City shall ensure that all hearings are attended by a certified court reporter and a transcript of all proceedings shall be made by said certified court reporter and a copy be provided to the Applicant within twenty-eight (28) days of the date of the administrative hearing.
- B. Procedures. The City and the Applicant shall be entitled to representation by counsel at said administrative hearing and present witnesses, testimony and documents, may cross-examine opposing witnesses, and may request the issuance of subpoenas to compel the appearance of relevant witnesses or the production of relevant documents.
- C. Evidence. The Illinois Rules of Evidence shall apply to the extent practicable unless, by such application, the Hearing Officer determines that application of the rule would be an injustice or preclude the introduction of evidence of the type commonly relied upon by a reasonably prudent person in the conduct of her or his affairs. Such determination shall be in the sole discretion of the Hearing Officer. The Hearing Officer must state on the record her or his reason for that determination.
- D. Final Determination. A written determination by the hearing officer of whether the petitioning Applicant is eligible for the benefits under PSEBA shall constitute a final administrative determination for the purpose of judicial review under common law writ of certiorari.

- E. Burden of Proof. At any administrative hearing, the Applicant shall have the obligation and burden of proof to establish that the Applicant is eligible and qualified to receive PSEBA benefits. The standard of proof in all hearings conducted under this Ordinance shall be by the preponderance of the evidence.
- F. Administrative records. All records pertaining to the administrative process shall be held in a separate file under the Applicant's name with the City.

**Section 6.**

**SEVERABILITY.**

If any provision of this Ordinance or application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid application or provision, and each valid provision or invalid application of this Ordinance is severable.

**Section 7.**

**CONFLICT OF LAWS.**

Where the conditions imposed by any provisions of this Ordinance are more restrictive than comparable provisions imposed elsewhere in any other local law, ordinance, resolution, rule or regulation, the regulations of this Ordinance will govern.

**Section 8.**

**PUBLICATION OF ORDINANCE.**

The City Clerk shall publish this ordinance in pamphlet form.

**Section 9.**

**EFFECTIVE DATE.**

That this Ordinance shall be in full force and effect on November 06, 2017 nunc pro tunc.

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:  
November 06, 2017  
(Date)
2. Description of matter to be placed on agenda:  
Consideration and Action on Warrant No. 559.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_
4. Submittal date: 11-01-17  
  
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

VENDOR #	NAME	DEPT.	AMOUNT
----------	------	-------	--------

01 GENERAL FUND

LEGISLATIVE

AT070	AT&T MOBILITY	01-12	323.45
CL340	CLINICAL COLLECTION MANAGEMENT	01-12	65.15
EL075	ELAN FINANCIAL SERVICES	01-12	333.05
HA390	HARRISONVILLE TELEPHONE	01-12	40.81
KA020	K & D PRINTING	01-12	520.00
VE360	VERVOCITY INTERACTIVE	01-12	88.00
WA300	WAL-MART STORE	01-12	8.01

\*\*TOTAL LEGISLATIVE 1,378.47

FINANCE

AM500	AMERICOM IMAGING SYSTEMS, INC.	01-13	146.24
AT070	AT&T MOBILITY	01-13	132.72
BE100	BELLEVILLE NEWS - DEMOCRAT	01-13	317.50
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	01-13	5,213.32
BO380	BOUNTIFUL BLOSSOMS	01-13	50.00
CA240	CANON SOLUTIONS AMERICA	01-13	77.47
CB200	CBIZ BENEFITS & INSURANCE SERVICE	01-13C.	350.00
CB210	CBIZ PAYROLL	01-13	21.87
DA040	D AND D DISTRIBUTING SERVICES, IN	01-13	80.75
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-13	502.98
EL075	ELAN FINANCIAL SERVICES	01-13	50.00
FI100	FIDELITY SECURITY LIFE INSURANCE	01-13	45.85
FI575	FIRST NATIONAL BANK OF WATERLOO	01-13	22.00
GR390	GREAT AMERICA LEASING CORPORATIO	01-13	25.43
HA390	HARRISONVILLE TELEPHONE	01-13	1,194.83
KA020	K & D PRINTING	01-13	424.80
LA700	LAUX GRAFIX & SIGNS	01-13	25.00
PR645	PROTEC INSURANCE COMPANY	01-13	24.81
QU220	QUILL CORPORATION	01-13	19.19
RE440	REJIS COMMISSION	01-13	340.95
SA180	SAFEGUARD BUSINESS SYSTEMS INC	01-13	13.11
SO860	SOUTHWEST IL TOURISM & CONVENTION	01-13AU	675.00
ST120	STAPLES BUSINESS ADVANTAGE	01-13	98.03
WA300	WAL-MART STORE	01-13	54.91

\*\*TOTAL FINANCE 9,906.76

BUILDING

AT260	ATIS ELEVATOR INSPECTIONS, LLC	01-14	202.50
CI250	CITY OF WATERLOO	01-14	4,781.11
KO470	KONE INC.	01-14	260.12
QU220	QUILL CORPORATION	01-14	85.98
ST120	STAPLES BUSINESS ADVANTAGE	01-14	48.13
TE175	TECH ELECTRONICS	01-14	669.32

\*\*TOTAL BUILDING 6,047.16

LEGAL

HA260	HANNA & VOLMERT, LLC	01-15	1,260.00
HA900	HAYES, DANIEL J.	01-15	9,960.00

\*\*TOTAL LEGAL 11,220.00

ZONING/BUILDING INSPECTOR

AT070	AT&T MOBILITY	01-16	90.19
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	01-16	2,983.82
CB210	CBIZ PAYROLL	01-16	8.10
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-16	239.34
FI100	FIDELITY SECURITY LIFE INSURANCE	01-16	28.26
PR645	PROTEC INSURANCE COMPANY	01-16	14.18
RU200	RUDLOFF PLUMBING & HEATING	01-16	7,800.00
SU600	SURE SHINE AUTO WASH	01-16	5.49
WA850	WATERLOO LUMBER COMPANY	01-16	32.99

\*\*TOTAL ZONING/BUILDING INSPECTOR 11,202.37

VENDOR #	NAME	DEPT.	AMOUNT
01 GENERAL FUND			
ZONING/BUILDING INSPECTOR RECORDS			
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	01-18	1,491.91
CB210	CBIZ PAYROLL	01-18	4.05
CD300	CDW GOVERNMENT, INC.	01-18	369.07
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-18	129.74
FI100	FIDELITY SECURITY LIFE INSURANCE	01-18	14.13
PR645	PROTEC INSURANCE COMPANY	01-18	7.09
RE410	REPUBLIC TIMES LLC	01-18	600.00
**TOTAL RECORDS			2,615.99
POLICE			
AL125	AL'S AUTOMOTIVE SUPPLY INC.	01-21	136.52
AT070	AT&T MOBILITY	01-21	378.94
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	01-21	19,453.39
CB210	CBIZ PAYROLL	01-21	52.65
CH308	CHAMPION DRY CLEANERS INC.	01-21	1,009.45
CO025	COAST TO COAST EQUIP & SUPPLIES	01-21	241.60
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-21	1,537.19
EL075	ELAN FINANCIAL SERVICES	01-21	182.72
FE510	FERNANDEZ, ROBERT	01-21	792.35
FI100	FIDELITY SECURITY LIFE INSURANCE	01-21	197.72
HA390	HARRISONVILLE TELEPHONE	01-21	222.65
KA020	K & D PRINTING	01-21	87.00
LA700	LAUX GRAFIX & SIGNS	01-21	473.95
LE425	LEON UNIFORM CO.	01-21	728.66
MO460	MONROE COUNTY GENERAL FUND	01-21	11,925.00
MO477	MONROE COUNTY INDEPENDENT	01-21	28.00
MO755	MOTOROLA SOLUTIONS, INC.	01-21	748.00
PR645	PROTEC INSURANCE COMPANY	01-21	125.85
RE440	REJIS COMMISSION	01-21	544.37
ST120	STAPLES BUSINESS ADVANTAGE	01-21	350.53
ST259	STATEWIDE TIRE OF ST. LOUIS, INC.	01-21	209.88
SU600	SURE SHINE AUTO WASH	01-21	108.54
TL300	TRANSUNION RISK AND ALT DATA SOLU	01-21,	25.00
VI210	JOBAL RAGSDALE	01-21	1,995.00
WA300	WAL-MART STORE	01-21	717.73
**TOTAL POLICE			41,999.65
EMERGENCY MANAGEMENT AGENCY			
AT070	AT&T MOBILITY	01-23	19.86
**TOTAL EMERGENCY MANAGEMENT AGENCY			19.86
SOCIAL SERVICES			
AT070	AT&T MOBILITY	01-34	76.02
CA075	CALL PUBLISHING, INC.	01-34	636.00
CI350	CITY OF WATERLOO - ELECTRIC FUND	01-34	5,000.00
CU656	CUMMINS NPOWER	01-34	5,629.00
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-34	109.60
EC200	ECON-O-JOHNS	01-34	840.00
EL075	ELAN FINANCIAL SERVICES	01-34	79.06
FI100	FIDELITY SECURITY LIFE INSURANCE	01-34	14.13
FU260	FULL THROTTLE SCREEN PRINTING, LL	01-34	138.00
HU235	HUMAN SUPPORT SERVICE	01-34	362.16
JO200	JOHN DEERE FINANCIAL	01-34	43.95
KA020	K & D PRINTING	01-34	74.25
LA700	LAUX GRAFIX & SIGNS	01-34	1,193.87
MO425	MONROE COUNTY ELECTRIC COMPANY	01-34	765.41
MO477	MONROE COUNTY INDEPENDENT	01-34	184.50
NO465	NOTHEISEN, STEPHEN	01-34	38.40
PR645	PROTEC INSURANCE COMPANY	01-34	7.09
RE410	REPUBLIC TIMES LLC	01-34	447.04
RE450	RELIABLE SANITATION	01-34	61,727.13
SE410	SELECT PROPANE & FUEL INC.	01-34	1,549.00
SH050	SHADYCREEK NURSERY & GARDEN	01-34	75.33

VENDOR #	NAME	DEPT.	AMOUNT
----------	------	-------	--------

01 GENERAL FUND

SOCIAL SERVICES

WA300	WAL-MART STORE	01-34	63.94
WA850	WATERLOO LUMBER COMPANY	01-34	22.71
**TOTAL SOCIAL SERVICES			79,076.59

STREETS & ALLEYS

AL125	AL'S AUTOMOTIVE SUPPLY INC.	01-41	327.70
AT070	AT&T MOBILITY	01-41	51.32
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	01-41	6,117.88
CB210	CBIZ PAYROLL	01-41	20.25
CC001	CCP INDUSTRIES	01-41	480.04
CI250	CITY OF WATERLOO	01-41	890.94
CL200	CLEAN UNIFORM SERVICES	01-41	58.39
CL235	CLEARSPAN FABRIC STRUCTURES INTL	01-41	1,339.00
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-41	419.82
EL075	ELAN FINANCIAL SERVICES	01-41	103.04
FA150	FABICK TRACTOR	01-41	2,032.80
FI100	FIDELITY SECURITY LIFE INSURANCE	01-41	56.13
FR110	FRANK, JACOB	01-41	150.00
HA390	HARRISONVILLE TELEPHONE	01-41	41.19
HE240	HENKE EXCAVATING, INC.	01-41	4,234.25
HE320	HENRY, MEISENHEIMER & GENDE, INC.	01-41	44,296.57
IL825	ILLINOIS MUNICIPAL UTILITIES	01-41	165.16
IR300	IRON CRAFTERS INC	01-41	247.07
JO200	JOHN DEERE FINANCIAL	01-41	123.82
KE500	KEY EQUIPMENT & SUPPLY	01-41	441.00
KI320	THE KILLIAN CORPORATION	01-41	57,605.14
LA700	LAUX GRAFIX & SIGNS	01-41	195.62
MA750	MAURER, ERIC	01-41	370.59
MO475	MONROE COUNTY HIGHWAY DEPARTMENT	01-41	268.00
MO755	MOTOROLA SOLUTIONS, INC.	01-41	9.00
MP500	MPS INDUSTRIES	01-41	581.15
NU780	NU-WAY CONCRETE FORMS, INC.	01-41	25.20
PR645	PROTEC INSURANCE COMPANY	01-41	35.45
RO275	ROGERS REDI MIX	01-41	2,025.00
RP300	R.P. LUMBER COMPANY	01-41	4.99
SN200	SNAP-ON	01-41	16.00
SU550	SUPERIOR INDUSTRIAL SUPPLY	01-41	730.58
TI410	TITAN INDUSTRIAL CHEMICALS, LLC	01-41	1,583.43
WA430	WARNER COMMUNICATIONS CORP.	01-41	23.50
WA850	WATERLOO LUMBER COMPANY	01-41	245.15
**TOTAL STREETS & ALLEYS			125,315.17

01 GENERAL FUND

GRAND TOTAL 288,782.02

VENDOR #	NAME	DEPT.	AMOUNT
----------	------	-------	--------

51 WATER FUND

WATER ADMINISTRATION

AM500	AMERICOM IMAGING SYSTEMS, INC.	51-11	146.25
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	51-11	1,535.90
BR245	BRUBAKER & ASSOCIATES, INC.	51-11	11,327.70
CA240	CANON SOLUTIONS AMERICA	51-11	77.47
CB200	CBIZ BENEFITS & INSURANCE SERVICES	51-11C.	350.00
CB210	CBIZ PAYROLL	51-11	5.67
DE490	DELTA DENTAL OF ILLINOIS - RISK	51-11	113.65
FI100	FIDELITY SECURITY LIFE INSURANCE	51-11	12.96
GR390	GREAT AMERICA LEASING CORPORATION	51-11	25.43
KA020	K & D PRINTING	51-11	424.80
MO390	MONROE COUNTY COLLECTOR	51-11	663.60
PO600	POSTMASTER	51-11	3,750.00
PR645	PROTEC INSURANCE COMPANY	51-11	11.22
QU220	QUILL CORPORATION	51-11	19.19
RE440	REJIS COMMISSION	51-11	340.95
SA180	SAFEGUARD BUSINESS SYSTEMS INC	51-11	13.11
ST120	STAPLES BUSINESS ADVANTAGE	51-11	105.67

\*\*TOTAL WATER ADMINISTRATION 18,923.57

WATER DISTRIBUTION

AL125	AL'S AUTOMOTIVE SUPPLY INC.	51-48	27.40
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	51-48	2,035.26
CB210	CBIZ PAYROLL	51-48	8.10
CI250	CITY OF WATERLOO	51-48	442.47
CO250	COLUMBIA QUARRY	51-48	289.18
CO600	CORE & MAIN	51-48	1,208.70
DE490	DELTA DENTAL OF ILLINOIS - RISK	51-48	162.12
FI100	FIDELITY SECURITY LIFE INSURANCE	51-48	18.94
HA390	HARRISONVILLE TELEPHONE	51-48	122.49
HA740	HAWKINS, INC	51-48	731.26
HE320	HENRY, MEISENHEIMER & GENDE, INC.	51-48	4,860.00
IL825	ILLINOIS MUNICIPAL UTILITIES	51-48	165.16
LA700	LAUX GRAFIX & SIGNS	51-48	195.61
MO755	MOTOROLA SOLUTIONS, INC.	51-48	9.00
MP500	MPS INDUSTRIES	51-48	61.90
PR645	PROTEC INSURANCE COMPANY	51-48	13.59
SC610	SCHWARZE TRAILER REPAIR, INC.	51-48	28.00
ST259	STATEWIDE TIRE OF ST. LOUIS, INC.	51-48	470.66
SU550	SUPERIOR INDUSTRIAL SUPPLY	51-48	30.63
TI410	TITAN INDUSTRIAL CHEMICALS, LLC	51-48	98.42
VE102	VEATH FISH FARM	51-48	1,000.00
WA430	WARNER COMMUNICATIONS CORP.	51-48	23.50
WA850	WATERLOO LUMBER COMPANY	51-48	33.99

\*\*TOTAL WATER DISTRIBUTION 12,036.38

51 WATER FUND GRAND TOTAL 30,959.95

VENDOR #	NAME	DEPT.	AMOUNT
----------	------	-------	--------

52 SEWER FUND

SEWER ADMINISTRATION

AM500	AMERICOM IMAGING SYSTEMS, INC.	52-11	146.25
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	52-11	1,535.90
CA240	CANON SOLUTIONS AMERICA	52-11	77.47
CB200	CBIZ BENEFITS & INSURANCE SERVICES	52-11C.	350.00
CB210	CBIZ PAYROLL	52-11	5.67
DE490	DELTA DENTAL OF ILLINOIS - RISK	52-11	113.66
FI100	FIDELITY SECURITY LIFE INSURANCE	52-11	12.96
GR390	GREAT AMERICA LEASING CORPORATION	52-11	25.43
KA020	K & D PRINTING	52-11	424.80
MO390	MONROE COUNTY COLLECTOR	52-11	663.61
PO600	POSTMASTER	52-11	3,750.00
PR645	PROTEC INSURANCE COMPANY	52-11	11.23
QU220	QUILL CORPORATION	52-11	19.19
RE440	REJIS COMMISSION	52-11	340.95
SA180	SAFEGUARD BUSINESS SYSTEMS INC	52-11	13.12
ST120	STAPLES BUSINESS ADVANTAGE	52-11	105.70
TE240	TEKLAB, INC	52-11	162.00
TE425	TESTING ANALYSIS CONTROL	52-11	864.00

\*\*TOTAL SEWER ADMINISTRATION 8,621.94

SEWER TREATMENT PLANT

AT070	AT&T MOBILITY	52-43	51.32
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	52-43	2,578.61
CB210	CBIZ PAYROLL	52-43	12.15
CC001	CCP INDUSTRIES	52-43	73.85
CI250	CITY OF WATERLOO	52-43	15,288.49
CO600	CORE & MAIN	52-43	1,352.14
DE490	DELTA DENTAL OF ILLINOIS - RISK	52-43	186.26
FI100	FIDELITY SECURITY LIFE INSURANCE	52-43	23.75
FL400	FLO-SYSTEMS, INC.	52-43	1,592.66
HA390	HARRISONVILLE TELEPHONE	52-43	165.54
IL825	ILLINOIS MUNICIPAL UTILITIES	52-43	165.17
LA700	LAUX GRAFIX & SIGNS	52-43	195.61
MO755	MOTOROLA SOLUTIONS, INC.	52-43	9.00
PR645	PROTEC INSURANCE COMPANY	52-43	20.09
WA430	WARNER COMMUNICATIONS CORP.	52-43	23.50

\*\*TOTAL SEWER TREATMENT PLANT 21,738.14

SEWER SANITATION SYSTEM

AL125	AL'S AUTOMOTIVE SUPPLY INC.	52-44	88.63
CC001	CCP INDUSTRIES	52-44	132.35
CI250	CITY OF WATERLOO	52-44	5,997.77
CO600	CORE & MAIN	52-44	2,756.84
EQ700	EQUIPMENT PRO INC.	52-44	6,485.42
HE320	HENRY, MEISENHEIMER & GENDE, INC.	52-44	1,129.56
JO200	JOHN DEERE FINANCIAL	52-44	204.58
MO425	MONROE COUNTY ELECTRIC COMPANY	52-44	53.97
MP500	MPS INDUSTRIES	52-44	61.90
NO455	NORTHERN SAFETY CO., INC.	52-44	26.04
OR200	O'REILLY AUTOMOTIVE, INC.	52-44	132.74
TI410	TITAN INDUSTRIAL CHEMICALS, LLC	52-44	98.42
US150	USA BLUE BOOK	52-44	1,297.57
WA850	WATERLOO LUMBER COMPANY	52-44	86.94

\*\*TOTAL SEWER SANITATION SYSTEM 18,552.73

52 SEWER FUND GRAND TOTAL 48,912.81



VENDOR #	NAME	DEPT.	AMOUNT
----------	------	-------	--------

53 ELECTRIC FUND

ELECTRIC ADMINISTRATION

AM500	AMERICOM IMAGING SYSTEMS, INC.	53-11	146.25
BA150	BARNES, HENRY, MEISENHEIMER & GEN	53-11N.	300.00
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	53-11	1,535.89
CA240	CANON SOLUTIONS AMERICA	53-11	77.47
CB200	CBIZ BENEFITS & INSURANCE SERVICE	53-11C.	350.00
CB210	CBIZ PAYROLL	53-11	5.67
DE490	DELTA DENTAL OF ILLINOIS - RISK	53-11	113.65
FI100	FIDELITY SECURITY LIFE INSURANCE	53-11	12.93
GR390	GREAT AMERICA LEASING CORPORATIO	53-11	25.43
KA020	K & D PRINTING	53-11	424.80
MO390	MONROE COUNTY COLLECTOR	53-11	663.61
PO600	POSTMASTER	53-11	3,750.00
PR645	PROTEC INSURANCE COMPANY	53-11	11.23
QU220	QUILL CORPORATION	53-11	19.20
RE440	REJIS COMMISSION	53-11	340.95
SA180	SAFEGUARD BUSINESS SYSTEMS INC	53-11	13.12
ST120	STAPLES BUSINESS ADVANTAGE	53-11	105.71

\*\*TOTAL ELECTRIC ADMINISTRATION 7,895.91

ELECTRIC PRODUCTION

AT070	AT&T MOBILITY	53-47	41.66
BI020	BI-STATE COMPRESSOR	53-47	145.77
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	53-47	2,983.82
CB210	CBIZ PAYROLL	53-47	8.10
CI250	CITY OF WATERLOO	53-47	6,631.98
CL200	CLEAN UNIFORM SERVICES	53-47	399.47
CU615	CULLIGAN/SCHAEFER WATER CENTERS	53-47	180.40
DE490	DELTA DENTAL OF ILLINOIS - RISK	53-47	185.67
FI100	FIDELITY SECURITY LIFE INSURANCE	53-47	28.26
HA390	HARRISONVILLE TELEPHONE	53-47	91.27
IL825	ILLINOIS MUNICIPAL UTILITIES	53-47	165.17
JO200	JOHN DEERE FINANCIAL	53-47	26.64
MO755	MOTOROLA SOLUTIONS, INC.	53-47	9.00
MP500	MPS INDUSTRIES	53-47	209.60
PR645	PROTEC INSURANCE COMPANY	53-47	14.18
TI410	TITAN INDUSTRIAL CHEMICALS, LLC	53-47	1,993.14
WA430	WARNER COMMUNICATIONS CORP.	53-47	23.50
WA850	WATERLOO LUMBER COMPANY	53-47	37.00

\*\*TOTAL ELECTRIC PRODUCTION 13,174.63

ELECTRIC DISTRIBUTION

3M100	3M CORP	53-48	652.73
AL125	AL'S AUTOMOTIVE SUPPLY INC.	53-48	51.73
AT070	AT&T MOBILITY	53-48	31.47
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	53-48	9,101.70
BR240	BROWNSTOWN ELECTRIC SUPPLY	53-48	13,929.96
BU550	BUTLER SUPPLY COMPANY	53-48	536.86
CB210	CBIZ PAYROLL	53-48	28.35
CC001	CCP INDUSTRIES	53-48	256.70
CI250	CITY OF WATERLOO	53-48	1,452.51
CL340	CLINICAL COLLECTION MANAGEMENT	53-48	165.30
DE490	DELTA DENTAL OF ILLINOIS - RISK	53-48	784.33
DO235	DONCO ELECTRICAL CONSTRUCTION LLC	53-48	660.63
EL357	ELECTRICO, INC.	53-48	442.28
FI100	FIDELITY SECURITY LIFE INSURANCE	53-48	93.52
FL250	FLETCHER-REINHARDT COMPANY	53-48	9,742.39
HA390	HARRISONVILLE TELEPHONE	53-48	49.36
IL825	ILLINOIS MUNICIPAL UTILITIES	53-48	165.17
JO200	JOHN DEERE FINANCIAL	53-48	144.57
LA700	LAUX GRAFIX & SIGNS	53-48	195.61
MC600	MCMASTER-CARR SUPPLY CO	53-48	43.61
MO425	MONROE COUNTY ELECTRIC COMPANY	53-48	206.06
MO755	MOTOROLA SOLUTIONS, INC.	53-48	9.00
MP500	MPS INDUSTRIES	53-48	61.90
PR645	PROTEC INSURANCE COMPANY	53-48	56.72

SYS DATE:11/02/17

CITY OF WATERLOO  
C L A I M S H E E T  
Tuesday October 31,2017

SYS TIME:10:14

[NCS]

DATE: 10/31/17

PAGE 7

VENDOR #	NAME	DEPT.	AMOUNT
=====			
53	ELECTRIC FUND		
	ELECTRIC DISTRIBUTION		
RE450	RELIABLE SANITATION	53-48	275.00
SN200	SNAP-ON	53-48	16.00
ST325	STEPPIG, ROBERT	53-48	377.90
ST580	STUART C IRBY CO	53-48	1,722.28
SU550	SUPERIOR INDUSTRIAL SUPPLY	53-48	121.05
TA055	TALLMAN EQUIPMENT COMPANY INC.	53-48	632.92
TI410	TITAN INDUSTRIAL CHEMICALS, LLC	53-48	292.60
TY200	TYNDALE COMPANY, INC.	53-48	461.90
WA430	WARNER COMMUNICATIONS CORP.	53-48	23.50
	**TOTAL ELECTRIC DISTRIBUTION		42,785.61
			-----
53	ELECTRIC FUND	GRAND TOTAL	63,856.15

DATE: 10/31/17

VENDOR #	NAME	DEPT.	AMOUNT
54 GAS FUND			
GAS ADMINISTRATION			
AM500	AMERICOM IMAGING SYSTEMS, INC.	54-11	146.25
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	54-11	1,535.90
CA240	CANON SOLUTIONS AMERICA	54-11	77.48
CB200	CBIZ BENEFITS & INSURANCE SERVICE	54-11C.	350.00
CB210	CBIZ PAYROLL	54-11	5.67
CL340	CLINICAL COLLECTION MANAGEMENT	54-11	65.15
DE490	DELTA DENTAL OF ILLINOIS - RISK	54-11	113.64
FI100	FIDELITY SECURITY LIFE INSURANCE	54-11	12.96
GR390	GREAT AMERICA LEASING CORPORATIO	54-11	25.44
KA020	K & D PRINTING	54-11	424.80
MO390	MONROE COUNTY COLLECTOR	54-11	663.61
PA402	THE PARADIGM ALLIANCE, INC.	54-11	639.29
PO600	POSTMASTER	54-11	3,750.00
PR645	PROTEC INSURANCE COMPANY	54-11	11.23
QU220	QUILL CORPORATION	54-11	19.20
RE440	REJIS COMMISSION	54-11	340.95
SA180	SAFEGUARD BUSINESS SYSTEMS INC	54-11	13.12
ST120	STAPLES BUSINESS ADVANTAGE	54-11	105.71
UT300	UTILITY SAFETY & DESIGN	54-11	290.00
**TOTAL GAS ADMINISTRATION			8,590.40
GAS DISTRIBUTION			
AL125	AL'S AUTOMOTIVE SUPPLY INC.	54-48	80.81
AT070	AT&T MOBILITY	54-48	9.66
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	54-48	7,609.79
BU550	BUTLER SUPPLY COMPANY	54-48	1,098.00
CB210	CBIZ PAYROLL	54-48	24.30
CI250	CITY OF WATERLOO	54-48	1,061.30
CO250	COLUMBIA QUARRY	54-48	715.93
DE490	DELTA DENTAL OF ILLINOIS - RISK	54-48	549.56
EL075	ELAN FINANCIAL SERVICES	54-48	29.97
FA150	FABICK TRACTOR	54-48	243.00
FI100	FIDELITY SECURITY LIFE INSURANCE	54-48	70.26
FR100	FRANK, CHRIS	54-48	664.06
GA825	GATEWAY F.S., INC.	54-48	90.00
HA390	HARRISONVILLE TELEPHONE	54-48	211.50
IL825	ILLINOIS MUNICIPAL UTILITIES	54-48	165.17
JO200	JOHN DEERE FINANCIAL	54-48	53.91
LA700	LAUX GRAFIX & SIGNS	54-48	227.61
MI360	MILLER HEATING & COOLING	54-48	381.59
MO755	MOTOROLA SOLUTIONS, INC.	54-48	9.00
MP500	MPS INDUSTRIES	54-48	61.90
OR200	O'REILLY AUTOMOTIVE, INC.	54-48	289.20
PR645	PROTEC INSURANCE COMPANY	54-48	42.54
SC610	SCHWARZE TRAILER REPAIR, INC.	54-48	28.50
SU550	SUPERIOR INDUSTRIAL SUPPLY	54-48	111.57
TI410	TITAN INDUSTRIAL CHEMICALS, LLC	54-48	1,751.15
TY200	TYNDALE COMPANY, INC.	54-48	462.95
UT300	UTILITY SAFETY & DESIGN	54-48	1,523.70
WA430	WARNER COMMUNICATIONS CORP.	54-48	23.50
WA850	WATERLOO LUMBER COMPANY	54-48	19.58
ZE400	ZEP MANUFACTURING COMPANY	54-48	181.71
**TOTAL GAS DISTRIBUTION			17,791.72
54 GAS FUND	GRAND TOTAL		26,382.12
GRAND TOTAL FOR ALL FUNDS:			458,893.05
TOTAL FOR REGULAR CHECKS:			458,893.05

WARRANT #559 - INTERIM CHECKS

A/P MANUAL CHECK POSTING LIST

POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

VENDOR #	NAME	DEPT.	AMOUNT
<b>01 GENERAL FUND</b>			
MO650	MORRISON-TALBOTT LIBRARY	01-00	275,574.19
PO350	POLICE PENSION FUND	01-00	264,674.09
WA450	WATERLOO MUNICIPAL BAND	01-00	14,579.47
ZZ110	CUSTOMER REFUND	01-00	10.00
**TOTAL			554,837.75
<b>LEGISLATIVE</b>			
AT070	AT&T MOBILITY	01-12	322.80
IM215	IMO'S PIZZA	01-12	182.75
SM390	SM PROPERTIES WATERLOO, LLC	01-12	45,066.02
SO800	SOUTHWEST ILL. COUNCIL OF MAYORS	01-12	50.00
WA705	WATERLOO CHAMBER OF COMMERCE	01-12	30.00
**TOTAL LEGISLATIVE			45,651.57
<b>FINANCE</b>			
AT070	AT&T MOBILITY	01-13	132.51
GL600	G.L.O.W.	01-13	30.00
**TOTAL FINANCE			162.51
<b>BUILDING</b>			
RA120	RAMONA CLEANING SERVICE INC.	01-14	1,400.00
**TOTAL BUILDING			1,400.00
<b>ZONING/BUILDING INSPECTOR</b>			
AT070	AT&T MOBILITY	01-16	90.06
FU200	FUELMAN	01-16	171.30
**TOTAL ZONING/BUILDING INSPECTOR			261.36
<b>POLICE</b>			
AT070	AT&T MOBILITY	01-21	380.03
FU200	FUELMAN	01-21	2,394.78
MO670	MORROW BROTHERS FORD, INC	01-21	71,930.00
SE250	SECRETARY OF STATE	01-21	95.00
**TOTAL POLICE			74,799.81
<b>EMERGENCY MANAGEMENT AGENCY</b>			
AT070	AT&T MOBILITY	01-23	19.79
**TOTAL EMERGENCY MANAGEMENT AGENCY			19.79
<b>SOCIAL SERVICES</b>			
AT070	AT&T MOBILITY	01-34	75.89
I360	CITY OF WATERLOO - GENERAL FUND	01-34	120.00
U235	HUMAN SUPPORT SERVICE	01-34	489.00
V200	JVR ENTERPRISES, LLC	01-34	295.00
I100	MISCELLANEOUS	01-34	7,438.23
OS25	MONROE COUNTY TREASURER	01-34	540.50
E280	SEIDEL, STEVE	01-34	200.00
T150	STATE BANK OF WATERLOO	01-34	150.00
T670	STUCKMEYER PLANTS & PRODUCE	01-34	500.00
R090	TRAILERS PLUS ST LOUIS	01-34	3,829.00
**TOTAL SOCIAL SERVICES			13,637.62
<b>STREETS &amp; ALLEYS</b>			
AT070	AT&T MOBILITY	01-41	51.17
I200	FUELMAN	01-41	1,811.18
**TOTAL STREETS & ALLEYS			1,862.35
01 GENERAL FUND	GRAND TOTAL		692,632.76

MISC WARRANT CHECKS

amount	code 01-34
\$300.00	Kenny Kuhn Pumpkinfest Entertainment
\$210.00	Harvey Wheeler Pumpkinfest Juggler
\$400.00	WHS Auto Club-donation for help with tables & trash cans
\$200.00	Monroe County CEO donation for trash /cleanup help
\$500.00	Enchanted Events Pumpkinfest - Characters
\$300.00	Steve Corbitt Pumpkinfest magician
\$3,787.73	Nathan Hirsch Facade Grant - 219 W Mill St
\$1,200.00	John Meier Pumpkinfest Barrel Trains
\$540.50	Michael Melius Pumpkinfest 50-50 winner
<b>\$7,438.23</b>	<b>Total</b>

SYS DATE:11/02/17

CITY OF WATERLOO  
C L A I M S H E E T  
Tuesday October 31,2017

SYS TIME:10:14

[NCS]

DATE: 10/31/17

PAGE 10

=====

A/P MANUAL CHECK POSTING LIST

POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

=====

VENDOR #	NAME	DEPT.	AMOUNT
15 MOTOR FUEL TAX			
CH600	CHRIST BROS. PRODUCTS, LLC	15-00	759.48
CO460	CONSTRUCTION SUPPLY	15-00	362.36
MI376	MIKE A. MAEDGE TRUCKING, INC.	15-00	32,301.93
RO275	ROGERS REDI MIX	15-00	3,883.25
	**TOTAL		37,307.02
15 MOTOR FUEL TAX	GRAND TOTAL		37,307.02

SYS DATE:11/02/17

CITY OF WATERLOO  
C L A I M S H E E T  
Tuesday October 31,2017

SYS TIME:10:14

[NCS]

DATE: 10/31/17

PAGE 11

=====

A/P MANUAL CHECK POSTING LIST

POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

=====

VENDOR #	NAME	DEPT.	AMOUNT
36 UTILITY DEPOSIT FUND			
ZZ100	CITY OF WATERLOO	36-00	14,975.00
	**TOTAL		14,975.00
	36 UTILITY DEPOSIT FUND	GRAND TOTAL	14,975.00

SYS DATE:11/02/17

CITY OF WATERLOO  
C L A I M S H E E T  
Tuesday October 31,2017

SYS TIME:10:14  
[NCS]  
PAGE 12

=====

A/P MANUAL CHECK POSTING LIST  
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

=====

VENDOR #	NAME	DEPT.	AMOUNT
51 WATER FUND			
	WATER DISTRIBUTION		
FU200	FUELMAN	51-48	362.67
IL250	ILLINOIS AMERICAN WATER COMPANY	51-48	178,071.79
	**TOTAL WATER DISTRIBUTION		178,434.46
51 WATER FUND	GRAND TOTAL		178,434.46

SYS DATE:11/02/17

CITY OF WATERLOO  
C L A I M S H E E T  
Tuesday October 31,2017

SYS TIME:10:14

[NCS]

DATE: 10/31/17

PAGE 13

=====

A/P MANUAL CHECK POSTING LIST

POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

=====

VENDOR #	NAME	DEPT.	AMOUNT
----------	------	-------	--------

=====

52 SEWER FUND

	SEWER TREATMENT PLANT		
AT070	AT&T MOBILITY	52-43	51.17

	**TOTAL SEWER TREATMENT PLANT		51.17
--	-------------------------------	--	-------

	SEWER SANITATION SYSTEM		
FU200	FUELMAN	52-44	350.73

	**TOTAL SEWER SANITATION SYSTEM		350.73
--	---------------------------------	--	--------

52 SEWER FUND	GRAND TOTAL		401.90
---------------	-------------	--	--------



SYS DATE:11/02/17

CITY OF WATERLOO  
C L A I M S H E E T  
Tuesday October 31,2017

SYS TIME:10:14

[NCS]

DATE: 10/31/17

PAGE 14

=====

A/P MANUAL CHECK POSTING LIST

POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

=====

VENDOR #	NAME	DEPT.	AMOUNT
53 ELECTRIC FUND			
ZZ110	CUSTOMER REFUND	53-00	582.53
	**TOTAL		582.53
ELECTRIC PRODUCTION			
AT070	AT&T MOBILITY	53-47	41.50
	**TOTAL ELECTRIC PRODUCTION		41.50
ELECTRIC DISTRIBUTION			
AT070	AT&T MOBILITY	53-48	31.38
FU200	FUELMAN	53-48	1,391.13
IL590	ILLINOIS MUNICIPAL ELECTRIC AGENC	53-48	617,755.38
	**TOTAL ELECTRIC DISTRIBUTION		619,177.89
53 ELECTRIC FUND		GRAND TOTAL	619,801.92



=====

A/P MANUAL CHECK POSTING LIST  
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

=====

VENDOR #	NAME	DEPT.	AMOUNT
72 POLICE PENSION FUND			
BA076	THE BANK OF EDWARDSVILLE	72-00	120,000.00
IL845	ILL PUBLIC PENSION FUND ASSOC	72-00	795.00
OR410	ORTHOPEDIC ASSOCIATES LLC	72-00	1,559.00
OS520	OSTERHAGE, TODD	72-00	250.00
SC380	SCHROEDER, GARY	72-00	250.00
	**TOTAL		122,854.00

72 POLICE PENSION FUND                      GRAND TOTAL 122,854.00

GRAND TOTAL FOR ALL FUNDS--MANUAL CHECKS:      1,740,840.90

GRAND TOTAL FOR ALL FUNDS--REGULAR AND MANUAL 2,199,733.95





October 2017 Payroll

	<b>Cash in Bank - Payroll Register</b>	<b>Cash in Bank - Deduction Register</b>	<b>Total</b>
<b>01-General</b>	\$165,557.56	\$18,834.50	\$184,392.06
<b>51-Water</b>	\$22,395.56	\$3,994.19	\$26,389.75
<b>52-Sewer</b>	\$27,985.21	\$5,237.39	\$33,222.60
<b>53-Electric</b>	\$75,675.98	\$13,908.67	\$89,584.65
<b>54-Gas</b>	\$45,317.91	\$8,245.33	\$53,563.24
	<hr/>	<hr/>	<hr/>
	\$336,932.22	\$50,220.08	
<b>Total Payroll Cost:</b>			<u><u>\$387,152.30</u></u>

SYS DATE:11/02/17

CITY OF WATERLOO  
INVOICE HISTORY REPORT  
Tuesday October 31,2017

SYS TIME:11:12  
[NHR4]  
PAGE 1

DATE: 10/31/17

G/L NUMBER	G/L DESC. CHECK #	VENDOR NAME	INVOICE #	REFERENCE	TRANS AMT
01-12-5310 Professional Services					
10/31/17	47307	CLINICAL COLLECTION MANAGEMENT	172081	DRUG/ALCOHEL TEST	65.15
10/31/17	47401	VERVOCITY INTERACTIVE	206066	WEBSITE FEE	29.00
10/31/17	47401	VERVOCITY INTERACTIVE	206103	WEBSITE COSTS	59.00
** TOTAL **					\$153.15
01-15-5330 Legal					
10/31/17	47333	HANNA & VOLMERT, LLC	24231	SEP ATTORNEY FEES	1,260.00
10/31/17	47336	HAYES, DANIEL J.	10-2017	SEP ATTORNEY FEES	9,960.00
** TOTAL **					\$11,220.00
01-16-5310 Professional Services					
10/31/17	47376	RUDLOFF PLUMBING & HEATING	1726	156 PLUMB INSPECT	7,800.00
** TOTAL **					\$7,800.00
51-11-5310 Professional Services					
10/31/17	47294	BRUBAKER & ASSOCIATES, INC.	15783	ILLINOIS AMERICAN	11,327.70
** TOTAL **					\$11,327.70
52-11-5310 Professional Services					
10/31/17	47393	TEKLAB, INC	205694	TESTING	162.00
10/31/17	47394	TESTING ANALYSIS CONTROL	10755	SEPT SERVICES	864.00
** TOTAL **					\$1,026.00
53-11-5310 Professional Services					
10/31/17	47288	BARNES, HENRY, MEISENHEIMER & GENDE, IN.	0163R.329	RETAINER	300.00
** TOTAL **					\$300.00
53-48-5310 Professional Services					
10/31/17	47307	CLINICAL COLLECTION MANAGEMENT	172081	DRUG/ALCOHEL TEST	165.30
10/31/17	47318	ELECTRICO, INC.	17926-0922	TRAF SIG-RURAL KI	442.28
** TOTAL **					\$607.58
54-11-5310 Professional Services					
10/31/17	47307	CLINICAL COLLECTION MANAGEMENT	172081	DRUG/ALCOHEL TEST	65.15

SYS DATE:11/02/17

CITY OF WATERLOO  
INVOICE HISTORY REPORT  
Tuesday October 31,2017

SYS TIME:11:12  
[NHR4]  
PAGE 2

DATE: 10/31/17

G/L NUMBER	DATE	G/L DESC. CHECK #	VENDOR NAME	INVOICE #	REFERENCE	TRANS AMT
10/31/17	47399	UTILITY SAFETY & DESIGN		IN20173334	PRESENTATION CHAR	115.00
10/31/17	47399	UTILITY SAFETY & DESIGN		IN20173560	RETAINER	175.00
					** TOTAL **	----- \$355.15
				** GRAND TOTAL **		----- \$32,789.58



**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:  
November 6, 2017  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Ad to be placed in the 2018 Visitor's Guide  
in the amount of \$2,375.00 (discounted 50%) to be paid out of the Hotel/Motel  
Tax Fund.
  
3. Relief or action to be requested:  
Approval.
  
4. Submittal date: October 23, 2017  
  
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:  
November 06, 2017  
(Date)

2. Description of matter to be placed on agenda:  
Consideration and Action on Special Event Permit Application No. 17-022-E for  
the GLOW Holiday Parade to be held in Downtown Waterloo on Saturday,  
November 25, 2017 at 5:30 p.m.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_

4. Submittal date: 10-24-17

Submitted by:  
Sarah Deutch, Community Relations Coordinator  
\_\_\_\_\_  
\_\_\_\_\_

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



## 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: GLOW Holiday Parade  
 Location of Event: Downtown Waterloo

2. Beginning Date / Time: 11/25/2017 5:30 p.m. Ending Date / Time: 11/25/2017 7:00 p.m.

3. Organization Name: City of Waterloo  
 Mailing Address: 100 West Fourth St Waterloo IL 62298  
Street City State Zip  
 Phone Number: 618-939-8600 Email Address: sdeutch@waterloo.il.us  
 Not For Profit Status: Yes  No  ID # \_\_\_\_\_

4. Person in Charge of Event: Tom Smith  
 Mailing Address: 100 West Fourth Street Waterloo IL 62298  
Street City State Zip  
 Cell Phone Number: 618-410-4973 Email Address: tsmith@waterloo.il.us

5. Secondary Contact Person: Sarah Deutch  
 Mailing Address: 100 West Fourth Street Waterloo IL 62298  
Street City State Zip  
 Cell Phone Number: 618-799-8675 Email Address: sdeutch@waterloo.il.us

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

**A. Narrative of Event.**  
 The GLOW Parade is a lighted holiday parade in downtown Waterloo. Streets will need to be closed from 4:30pm to when the parade is over at approximately 7pm. Please place no parking signs as well, as parked cars block the view of people sitting on the sidewalk. The parade route begins at Gibault, travels east on Columbia Ave, turns south down Main St, turns west on Third St and ends at SPPCS.

**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

**E. Liquor License information for beer sales (hours of sale):**      NA

**G. Special Needs (i.e. Police, Fire, EMS, Street Dept., Electric)**  
 We will request that the street department deliver barricades at the intersections and for Police to block the streets at 4:30pm.

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.**

*Sarah Deutch*      10/24/17  
 Signature of person in charge of event      Date of Submission

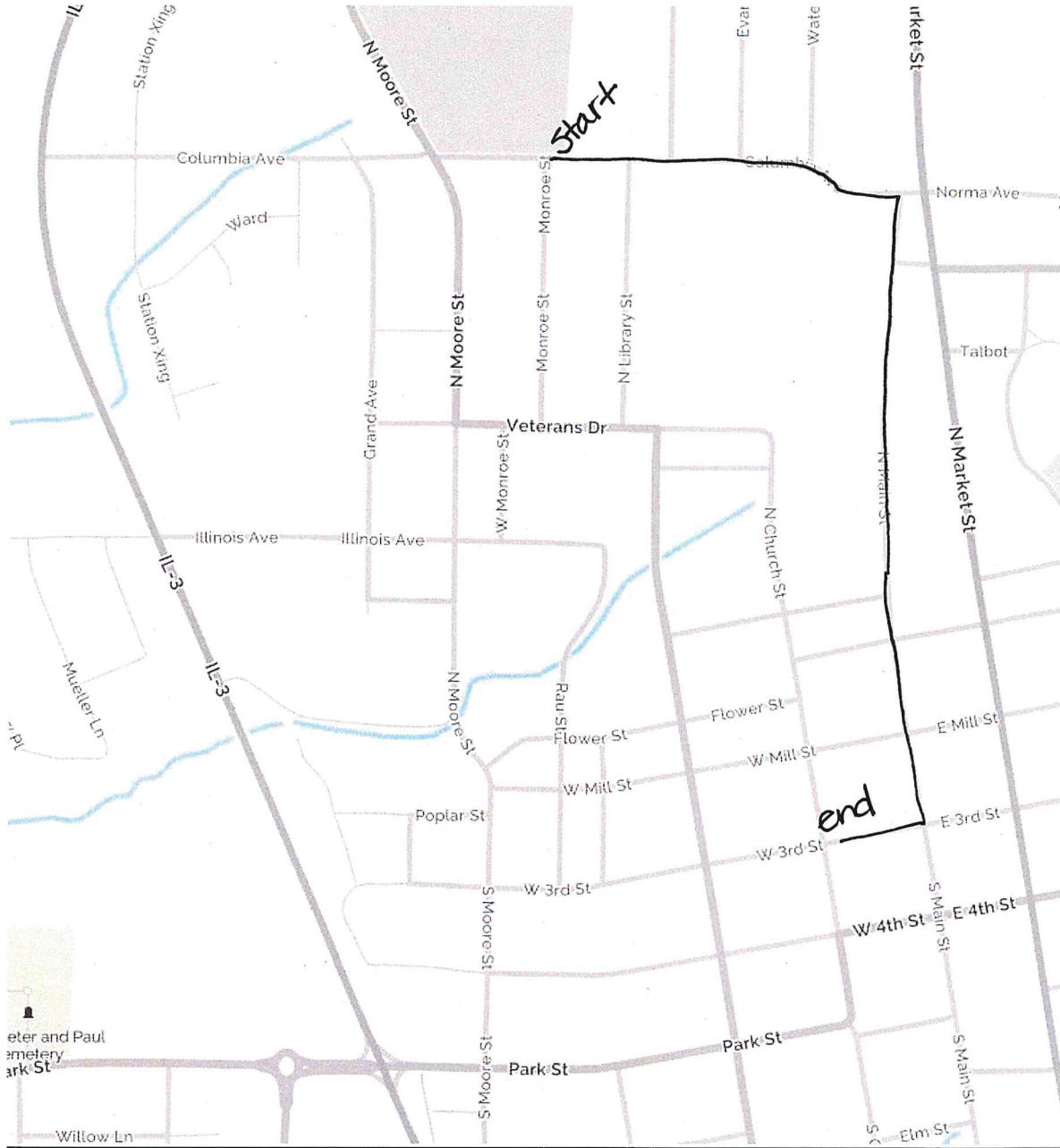
*For office use only*  
 "Special Events Permits" shall go before the City Council for approval.

Approved by City Council:    Yes     No       Date \_\_\_\_\_

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



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



**LIABILITY COVERAGES**

<b><u>FORM</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>TOTAL AVAILABLE LIMITS</u></b>
RMA 1	General Liability	\$1,000,000. each occurrence, each Member, for all applicable coverages including "Special Liability Coverages" listed below --even if more than one coverage applies to the same loss.
RMA 6	Auto Liability	
RMA 2	Broad Form Property	
RMA 2	Civil Constitutional Rights-Assault/ Battery	
RMA 2	Contractual Liability	
RMA 2	Employee Benefit Programs Liability	
RMA 2	Incidental Malpractice	
RMA 2	Intentional Building Removal	
RMA 2	Limited Worldwide Liability	
RMA 2	Personal Injury/ Advertising Liability	
RMA 2	Watercraft Liability	
RMA 2	Personal Injury as Respects Employment Practices	

**SPECIAL LIABILITY COVERAGES**

<b><u>FORM</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>TOTAL AVAILABLE LIMITS</u></b>
RMA 2	Premises Medical Payments	\$3,000. each person
RMA 2	Fire Legal Liability	\$1,000,000. each occurrence
		\$100,000. each occurrence
RMA 4	Public Officials/Employees	\$100,000. annual aggregate
		\$1,000,000. each occurrence
RMA 5	Liquor Liability	\$8,000,000. annual aggregate
RMA 6	Auto Medical Payments	\$1,000,000. each occurrence - \$1,000,000. annual agg.
RMA 6	Uninsured/Underinsured Motorist	\$10,000. each person
		\$1,000,000. each occurrence
		\$100,000. each person \$300,000. each accident

**PROPERTY COVERAGES**

<b><u>FORM</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>TOTAL AVAILABLE LIMITS</u></b>
RMA 10,	Auto Physical Damage	Combined limit: \$30,000,000. Any location, each occurrence;
RMA 11	Building/Personal Property	\$250,000,000. Each occurrence, all Members
and RMA 13	Inland Marine	\$50,000. extra expense
RMA 12	Valuable Papers/Records	\$50,000. each occurrence
RMA 10, RMA 11 and RMA 13	Flood/Earthquake Limits apply separately to each peril	*\$5,000,000. each occ./annual aggregate each Member - \$76,500,000. annual aggregate all Members

**\*CATASTROPHE COVERAGE - FLOOD/EARTHQUAKE**

All Members incurring losses exceeding the applicable per occurrence and/or annual aggregate limits during the same calendar year shall share on a pro rata basis that portion of the annual aggregate limit for all Members for that calendar year that remains after all claims for that calendar year have been settled.

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:  
November 06, 2017  
(Date)

2. Description of matter to be placed on agenda:  
Consideration and Action on Approval of the 2018 Regularly Scheduled Meeting and Holiday Dates.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_

4. Submittal date: 10-31-17  
  
Submitted by:  
Barbara Pace, City Clerk  
\_\_\_\_\_  
\_\_\_\_\_

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 CITY COUNCIL  
Regularly Scheduled Meeting Dates  
for  
Calendar Year 2018

PLACE: Waterloo City Hall  
TIME: 7:30 P.M.

JANUARY

Tuesday, January 02, 2018  
*(City Offices closed for New Year's Day)*  
Monday, January 15, 2018

FEBRUARY

Monday, February 05, 2018  
Tuesday, February 20, 2018  
*(City Offices closed for President's Day)*

MARCH

Monday, March 05, 2018  
Monday, March 19, 2018

APRIL

Monday, April 02, 2018  
Monday, April 16, 2018

MAY

Monday, May 07, 2018  
Monday, May 21, 2018

JUNE

Monday, June 04, 2018  
Monday, June 18, 2018

JULY

Monday, July 02, 2018  
Monday, July 16, 2018

AUGUST

Monday, August 06, 2018  
Monday, August 20, 2018

SEPTEMBER

Tuesday, September 04, 2018  
*(City Offices closed for Labor Day)*  
Monday, September 17, 2018

OCTOBER

Monday, October 01, 2018  
Monday, October 15, 2018

NOVEMBER

Monday, November 05, 2018  
Monday, November 19, 2018

DECEMBER

Monday, December 03, 2018  
Monday, December 17, 2018



WATERLOO CITY HALL  
Regularly Scheduled Holidays for Office Closure  
Calendar Year 2018

Friday, December 29, 2017 (at 12 noon)		
Saturday, December 30, 2017		
Monday, January 01, 2018	-	New Year's Holidays
Saturday, February 17, 2018		
Monday, February 19, 2018	-	President's Day
(Sunday, March 11, 2018	-	Daylight Savings Time Begins)
Friday, March 30, 2018		
Saturday, March 31, 2018	-	Good Friday
Saturday, May 26, 2018		
Monday, May 28, 2018	-	Memorial Day
Wednesday, July 04, 2018	-	Independence Day
Saturday, September 01, 2018		
Monday, September 03, 2018	-	Labor Day
(Sunday, November 04, 2018	-	Daylight Savings Time Ends)
Saturday, November 10, 2018		
Monday, November 12, 2018	-	Veteran's Day
Thursday, November 22, 2018		
Friday, November 23, 2018		
Saturday, November 24, 2018	-	Thanksgiving Holiday
Saturday, December 22, 2018		
Monday, December 24, 2018		
Tuesday, December 25, 2018	-	Christmas Holidays
Monday, December 31, 2018 (at 12 noon)		
Tuesday, January 01, 2019	-	New Year's Holidays

PLANNING COMMISSION  
Regularly Scheduled Meeting Dates  
For  
Calendar Year 2018

PLACE: Waterloo City Hall  
TIME: 7:30 p.m.

JANUARY

Monday, January 08, 2018

JULY

Monday, July 09, 2018

FEBRUARY

Monday, February 12, 2018

AUGUST

Monday, August 13, 2018

MARCH

Monday, March 12, 2018

SEPTEMBER

Monday, September 10, 2018

APRIL

Monday, April 09, 2018

OCTOBER

Monday, October 08, 2018

MAY

Monday, May 14, 2018

NOVEMBER

Tuesday, November 13, 2018

JUNE

Monday, June 11, 2018

DECEMBER

Monday, December 10, 2018

ZONING BOARD OF APPEALS  
Regularly Scheduled Meeting Dates  
For  
Calendar Year 2018  
PLACE: Waterloo City Hall  
TIME: 7:30 p.m.

JANUARY

Thursday, January 18, 2018

JULY

Thursday, July 19, 2018

FEBRUARY

Thursday, February 15, 2018

AUGUST

Thursday, August 16, 2018

MARCH

Thursday, March 15, 2018

SEPTEMBER

Thursday, September 20, 2018

APRIL

Thursday, April 19, 2018

OCTOBER

Thursday, October 18, 2018

MAY

Thursday, May 17, 2018

NOVEMBER

Thursday, November 15, 2018

JUNE

Thursday, June 21, 2018

DECEMBER

Thursday, December 20, 2018

**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:  
November 6, 2017  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Renewal of Liability and Workers Compensation  
And Equipment Breakdown Insurance Coverage with IMLRMA.  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Relief or action to be requested:  
Approval  
\_\_\_\_\_
  
4. Submittal date: 11/3/17  
  
Submitted by:  
Russ Thomas, Insurance Committee Chairman  
\_\_\_\_\_  
\_\_\_\_\_

**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



RISK MANAGEMENT ASSOCIATION

Please return this form with payment after completing the information on the reverse side.

Illinois Municipal League Risk Management Association  
 PO Box 5180, Springfield, IL 62705-5180  
 Ph: 217-525-1220 Fax: 217-525-7438

# INVOICE

Date: October 20, 2017  
 Member: City of Waterloo  
 Account #: 0617  
 Indicate Payment Option (from list below): \_\_\_\_\_  
 Amount Enclosed: \$ \_\_\_\_\_

**MAKE CHECK PAYABLE TO IMLRMA**

## BILLING DETAIL

2018 IML RISK MANAGEMENT ASSOCIATION ANNUAL CONTRIBUTION	
Work Comp	\$184,147
Auto Liability & Comprehensive General Liability	\$110,022
Portable Equipment	\$7,797
Auto Physical Damage	\$5,683
Property	\$73,435
	\$381,084
2018 ILLINOIS MUNICIPAL LEAGUE MEMBERSHIP DUES*	\$1,000
<b>INVOICE TOTAL</b>	<b>\$382,084</b>

PLEASE CHOOSE ONE OF THE FOLLOWING PAYMENT OPTIONS and enter it in the space provided above:

**OPTION #1 - Early Pay 1% Discount**

Contribution Amount	\$381,084.00
Minus 1% savings	\$3,810.84
	\$377,273.16
Illinois Municipal League Dues	\$1,000.00
Total due by 11/17/17	\$378,273.16

**OPTION #2 - Pay Full Amount**

Contribution Amount	\$381,084.00
Illinois Municipal League Dues	\$1,000.00
Total due by 12/15/17	\$382,084.00

**OPTION #3 - Pay in two installments**  
 Includes 1% installment fee

Contribution Amount	\$381,084.00
Plus 1% fee	\$3,810.84
	\$384,894.84
Illinois Municipal League Dues	\$1,000.00
	\$385,894.84

\$192,947.42 Due by 12/15/17

\$192,947.42 Due by 5/11/18

*\*Membership with the Illinois Municipal League (IML) is a requirement to remain a member of the IML Risk Management Association.*

On behalf of the municipality named above ("Member"), I hereby warrant that I have the authority to sign this agreement on the Member's behalf. (If choosing the installment option, I acknowledge and understand that it is afforded only as a benefit for budgeting purposes and is not meant to allow for mid-term withdrawal.) I acknowledge and understand that Article 5 of the Intergovernmental Cooperation Contract ("Contract") prohibits termination of the Intergovernmental Cooperation Contract no less than 120 days prior to the first day of January of any given year. Per Article 5, I warrant that the Member will adhere to the Contract and pay all contributions when due.

**Municipal Official (please sign):**

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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:  
November 06, 2017  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Solicitation Request from the VFW Metzger-Crook  
Post #6504 for their Annual Buddy Poppy Drive to be held on Saturday, November  
18, 2017, 8:00 a.m. to 12:00 p.m., at the intersections of Main / Mill and Rogers /  
Hamacher.
  
3. Relief or action to be requested:  
Approval.
  
4. Submittal date: 10-31-17  
  
Submitted by:  
Gerry Frederick,  
Buddy Poppy Coordinator  
VFW Post #6504

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



Veterans of Foreign Wars  
Metzger-Crook Post #6504  
406 Veterans Drive, Waterloo, IL 62298

*"Honoring The Dead By Helping The Living"*

Mayor Tom Smith  
City of Waterloo  
100 West Fourth Street  
Waterloo IL 62298

October 31, 2017

Dear Mayor Smith,

I would like to request the City's permission for the Metzger Crook VFW Post 6504 to distribute Buddy Poppies at the intersections of North Main & West Mill Streets and Rogers & Hamacher Streets from 8:00 AM to 12:00 PM on Saturday, November 18, 2017. We would not be selling the Buddy Poppies or soliciting, however, any donations to support our disabled and homeless veterans would be welcomed.

The Veterans of Foreign Wars began distributing Buddy Poppies in 1922 as its official memorial flower. Back then, like today, the Poppies were assembled by disabled and needy veterans in VA Hospitals. The proceeds from donations are used to provide compensation to these veterans, provide financial assistance for state and national veterans' rehabilitation/service programs and to partially support the VFW National Home for orphans and widows of our nation's veterans.

We would greatly appreciate the City's support for our Buddy Poppy drive and America's veterans. Through events such as these, we can continue to support those in need who have already given so much for all of us and our great Nation.

Please contact me with any questions or concerns regarding this request at 618-939-7930.

*Gerald A Frederick Jr.*

Gerry Frederick  
Buddy Poppy Coordinator

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:  
November 06, 2017  
(Date)
2. Description of matter to be placed on agenda:  
Consideration and Action on Building Permit Fee Waiver Request in the amount of \$173.50 from the Morrison-Talbot Library.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_
4. Submittal date: 11-03-17  
  
Submitted by:  
Jim Nagel, Subdivision & Zoning Administrator  
\_\_\_\_\_  
\_\_\_\_\_

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





# MEMORANDUM

To: Mayor Smith & Aldermen

From: James Nagel

Date: 11-3-17

Subject: Col. Morrison Home Remodel – Waiving of Fees

The Trustees of the Morrison-Talbot Library are undertaking the remodeling of the Col. Morrison Home. This phase of the project will include the installation of men's and women's ADA compliant bathrooms and the renovations to the existing kitchen on the first floor. They are requesting that the city waives fees associated with the building permit. I would point out that the total amount of \$273.50 include \$100.00 for fees to be paid to Randy Rudloff for plumbing inspections, therefore I would recommend that the city waive \$173.50 of the fees, leaving the total amount due to be \$100.

Jim Nagel

Zoning Administrator



# FEE SCHEDULE CITY OF WATERLOO

BUILDING PERMIT # <u>17-</u>	APPLICANT <u>Trustees of the Morrison Talbot Library</u>
ACCOUNT #(S) _____	ADDRESS <u>215 Park St.</u>
_____	<u>Waterloo IL 62298</u>
_____	DATE <u>11-3-17</u>
PROJECT <u>Col. Morrison Home Remodel</u>	METER SERIAL NUMBER(S) _____
LOT # _____	Electric _____
SUBDIVISION * _____	_____
CONNECTION ADDRESS _____	Gas _____
* _____	_____

### UTILITY CONNECTION, BUILDING INSPECTION AND BUILDING PERMIT FEES

SEWER CONNECTION .....	\$ _____
WATER TAP-IN (Includes 3/4" meter)* .....	\$ _____
SITE REVIEW .....	\$ _____
ELECTRIC INFRASTRUCTURE CONNECTION** .....	\$ _____
ELECTRIC SERVICE CONNECTION .....	\$ _____
ELECTRIC TAX @ 5% .....	\$ _____
GAS CONNECTION (Includes meter)* .....	\$ _____
GAS TAX @ 5% .....	\$ _____
<b>UTILITY CONNECTION FEE TOTAL</b> \$	_____
SQUARE FEET IMPROVEMENT: <u>245 sq ft.</u> BUILDING PERMIT FEE .....	<b>\$ 73.50</b>
BUILDING INSPECTION AND PLUMBING INSPECTION FEE .....	<b>\$ 200.00</b>
<b>GRAND TOTAL</b> \$	<b>273.50</b>

\*Larger meters require additional cost

\*\*Three-phase requires larger meter at additional cost

- Required Inspections and Special Instructions are printed on back of the Building Permit.

COPIED FOR:	
<input type="checkbox"/> Applicant	<input type="checkbox"/> File
<input type="checkbox"/> Business Office	<input type="checkbox"/> Front Desk
<input type="checkbox"/> Electric Dept.	<input type="checkbox"/> Gas Dept.
<input type="checkbox"/> City Inspector	<input type="checkbox"/> Plumbing Inspector
<input type="checkbox"/> Assessor	<input type="checkbox"/> Electric Inspector

# Morrison-Talbott Library

215 Park Street • Waterloo, IL 62298 • [www.waterloolibrary.org](http://www.waterloolibrary.org)

Voice 618-939-6232 • Fax 618-939-4974 • e-mail: [mtl@waterloolibrary.org](mailto:mtl@waterloolibrary.org)

31 October 2017

Mr. Jim Nagel  
Zoning Administrator  
Waterloo City Hall  
100 West Fourth Street  
Waterloo, IL 62298

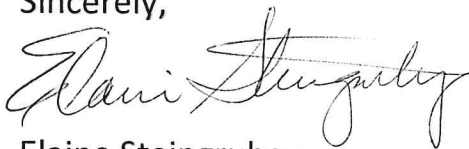
Dear Mr. Nagel,

The Morrison-Talbott Library Board of Trustees respectfully requests that the City of Waterloo waive the Building Permit Fees for the renovation project at Col. Morrison's Home.

The Board of Trustees is currently looking to renovate portions of the historic Col. William Morrison home. The building housed the public library in Waterloo for more than 84 years, and the Board is working to restore the home, and once again open it to the public. At this time, the Board is seeking bids to renovate the butler's pantry into an accessible restroom, and to create a "caterer's kitchen" on the main floor of the building.

Thank you for your consideration of this request. Should you need additional information to process this request, please contact Elaine Steingrubey via phone at 618-939-6232, or email at [elaines@waterloolibrary.org](mailto:elaines@waterloolibrary.org).

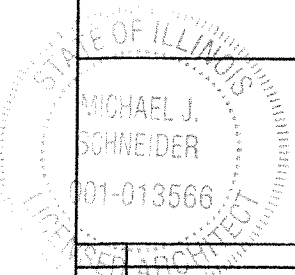
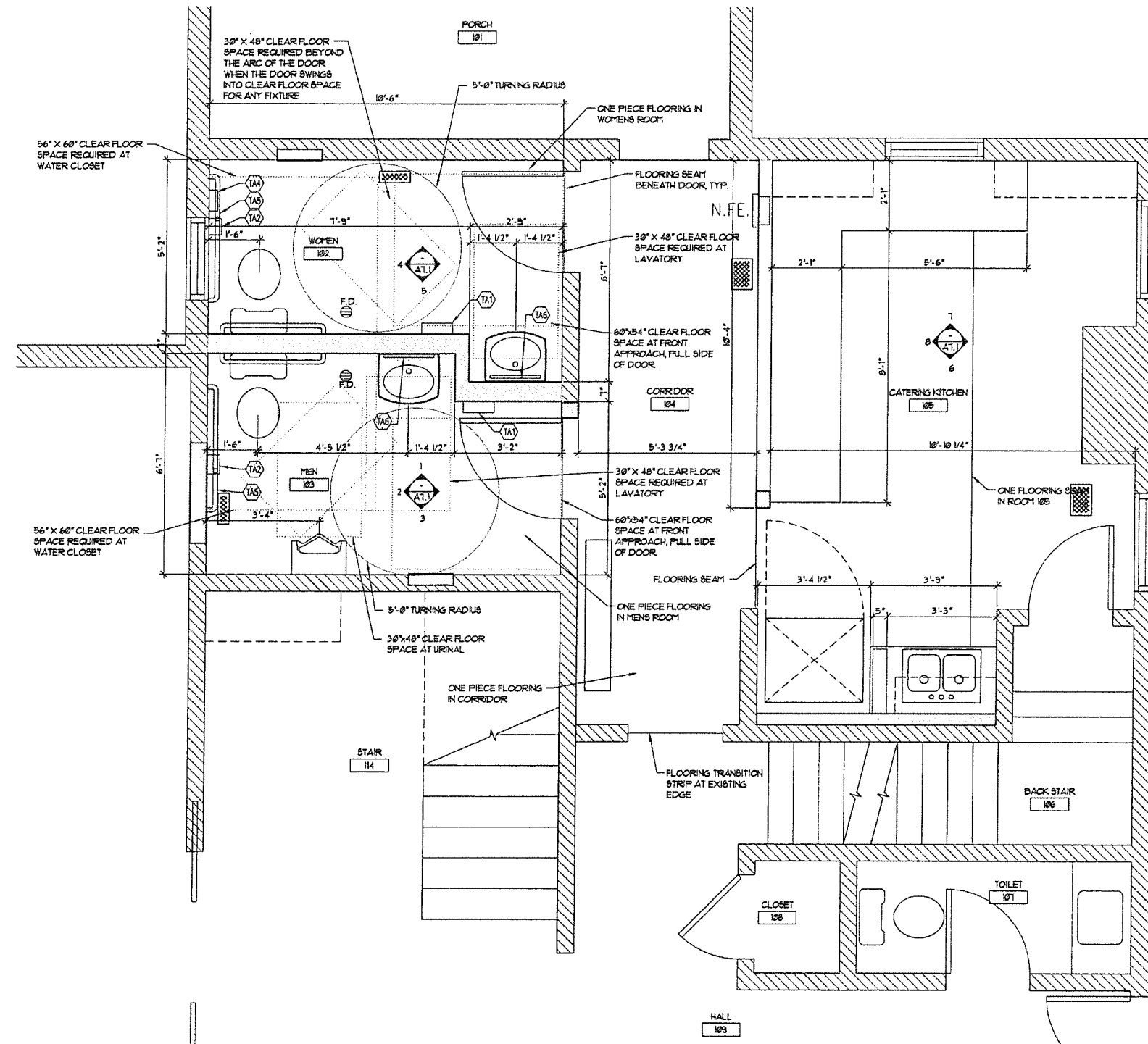
Sincerely,



Elaine Steingrubey  
Library Director

TOILET ROOM ACCESSORY SCHEDULE				
TAG	FIXTURE	MFG	MODEL	REMARKS
(TA1)	ELECTRIC HAND DRYER	DYSON	AIRBLADE V	ONE PER TOILET ROOM
(TA2)	TOILET PAPER DISPENSER	BOBRICK	B-4286	ONE PER NEW WATER CLOSET (CONCEALED SECOND ROLL)
(TA3)	NUMBER NOT USED			
(TA4)	SANITARY NAPKIN DISPOSAL UNIT	BOBRICK	B-276	SURFACE MOUNTED, ONE PER WOMEN'S ROOM WATER CLOSET
(TA5)	GRAB BARS	BOBRICK	B-5806	ONE 18" ONE 36" AND ONE 42" PER ACCESSIBLE WATER CLOSET PROVIDE 2x4 WD. BLOCKING AS REQUIRED
(TA6)	MIRROR	HOME DEPOT - HOME DECORATORS COLLECTIONS	UNION 36" X 24" RECTANGULAR SINGLE FRAMED MIRROR - WHITE	ONE PER LAVATORY, 24x36 WITH WOOD FRAME

GENERAL NOTES



ISSUED FOR BID

ENLARGED FLOOR PLANS & SCHEDULE

COL. MORRISON HOME TOILET ROOMS & CATERING ROOM

219 Park Street  
Waterloo, IL 62298

owner:  
Trustees of Morrison-Talbot Library  
215 Park Street  
Waterloo, IL 62298  
phone: 618.939.6232

architect:  
**QUADRANT design**  
architects & planners  
135 s. main street, waterloo  
128 w. main street, sparta  
ph: 618.939.0606 443.4012

job number 27134  
drawn by TB  
checked by MS  
file name Col/Morrison Library Plan  
scale as noted

1 ENLARGED PLANS  
SCALE: 1/2" = 1'-0"

sheet A2.2

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:  
November 06, 2017  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Approval of Executive Session for Review of  
Executive Session Minutes Part B as per 5 ILCS 120/2(c)(21).  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_
  
4. Submittal date: 10-30-17  
  
Submitted by:  
Barbara Pace, City Clerk  
\_\_\_\_\_  
\_\_\_\_\_

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