

## **WATERLOO UTILITY MEETING**

**Monday May 8, 2017**

**6:00 p.m.**

Mayor – Tom Smith

City Clerk – Barbara Pace

City Attorney – Dan Hayes

Alderman Ward I Steve Notheisen & Russ Thomas

Aldermen Ward II Jim Hopkins & Jim Trantham

Alderman Ward III Stan Darter & Kyle Buettner

Aldermen Ward IV Clyde Heller & Russ Row

Shawn Kennedy-Collector/Finance, Sarah Deutch-Community Relations

Coordinator, Jim Nagel-Subdivision & Zoning Admin, Tim Birk-Director of

Public Works, Nathan Krebel-Building Inspector, Mike Douglas-Chief of Police

### **Petitions by Citizens on Non-Agenda Items. None**

**City Clerk – Barbara Pace**-Utility Meeting Minutes dated Monday, April 10, 2017: Motion to approve minutes made by Alderman Darter and seconded by Alderman Heller. Corrections; Building Insp/Code Admin Nathan Krebel report: ‘Also noting the new construction inspections have increased.’ Collector Kennedy report: ‘The Current ordinance states \$5/day and will go to Ordinance Committee to increase costs for Special Events.’ Committee Reports Alderman Notheisen: ‘The Butterfly Program will have their first meeting at the Beacon May 11 @ 7 p.m. and packets are available.’ Motion to approve corrected minutes passed with unanimous voice vote.

**Subdivision & Zoning Administrator-Jim Nagel** explained the Fair Board reviewed the Annexation Agreement and they want to maintain their use of the Monroe County Electric Co-Op as their electric supplier and this will be taken out of the Annexation Agreement. The Planning Commission agreed to the A-1 agricultural zoning they requested and the agreement has been revised and waiting for HMG for the annexation and easement plats. Discussion.

The Country Club Hills Improvement plans have been approved. Henke is doing the excavation and utility work.

Remlock Improvement Plans are being reviewed by Chris Wilson.

Derek Huebner is planning to pour the concrete to the 2<sup>nd</sup> half of Remington Ridge Phase 1B hopefully in August.

The utility plat meeting with Bootsie’s is scheduled for Tuesday morning.

IBC from 2012 is being worked on both residential and commercial. Discussion regarding the 500 pages of regulations are being reviewed by Adm Nagel. From now on all commercial remodeling and repair work will require a building permit. This was explained in detail.

The Comprehensive Plan is working on the Land Use and Transportation Map. There will be electric and plumbing code revisions. Copies of the Plan will be distributed to the aldermen. Discussion.

Adm Nagel met with Tim Birk, Eric Maurer and Nathan Krebel regarding complaints concerning draining issues.

A spreadsheet compiled of all businesses with liquor licenses, their classifications and number of video poker machines has been completed.

**Building Inspector/Code Administrator-Nathan Krebel** distributed the Building Inspector / Code Administrator Monthly Report with year-to-date New Construction Inspections, New Constructions Re-Inspections, Rental Inspections, Rental Re-Inspections, Dumpster/POD Permits Issued, Motor Vehicle Violation Notices, Property Violation Notices and Tickets Issued. Discussion.

On the overhead screen Adm Krebel had the council view: 1) On an unscheduled visit to J & D Small Engine Repair and it appears the oil is being properly disposed of. 2) Property across from Romero's has been issued a notice to remove multiple cars in driveway. Discussion. 3) House on West 3<sup>rd</sup> Street told to remove junk off the property. Discussion.

Final inspections at Oak Hill began today.

Rental inspections are down.

Facade grant has been issued to the Wine Bar who will build a whole new porch. Discussion.

**Tim Birk** stated the Census administrators met today and 9 applicants are being examined and finger-printed. This will take 3 months and they will begin working the end of June and are about 90% sure it will be in the Midland Bank building. Discussion.

Moore Street Phase 6 will begin after project is approved. Tim and Mayor Smith met with the State officials today and will know if we will get funding by Thursday. Discussion.

Oak Street Project is scheduled to 5-15-17.

Hatley Parking Lot on Market is now ready for overflow. The street lights are installed and oil & chip for the lot will start soon.

Salt shed work will begin Monday.

Storm damage was discussed with the 14 inches of rain last week. The Sewer Dept worked hard and did a good job.

Helitech will be in next Monday to repair the dam.

**Collector/Finance Officer- Shawn Kennedy** reported on the meeting with herself, Mayor Smith and Alderman Darter with HSS. They planned for the city to hire clients to pick up trash on Mondays and Fridays. Locations; 1<sup>st</sup> to 4<sup>th</sup> street, Market to Church and 3<sup>rd</sup> street. They will start May 19 and work thru Pumpkinfest at \$10.06/hr. Discussion.

Site Selector and Monroe County Development Corp will tour Monroe County with Shawn and Edie Koch with scheduled de-briefing at 3 p.m. in Columbia to determine if we are marketing our community effectively. Discussion.

The position of receptionist held by Kelli Pace is open and to date Shawn has received 107 resumes. Interviews will be attended by Shawn, Alderman Row and Mayor Smith.

A review has been done from October 1 to present by Eric File (CBiz). Shawn will meet with him and request an extension with Blue Cross/Blue Shield.

**Community Relations Coordinator-Sarah Deutch** stated Coffee with a Cop will be at the Beacon, Wednesday May 10 from 9 a.m. to 11:00 a.m.

Home Alone will begin this Saturday, Saturday, May 13 at City Hall.

Mayor Smith and Alderman Notheisen were at the Mayfest.

Work is being done on getting the mailing out regarding gas emergencies with a new logo and phone number which will appear on all City trucks and mail outs. All the aldermen agreed to this.

Recent photos of the Council are on Facebook

June 3 is the GLOW yard sale.

Free light bulbs can be picked up at city hall for each household. Discussion.

May 30 the council will hand out free ice cream at the bandstand. Sarah needs tee shirt sizes for everyone planning to attend.

**Chief of Police Mike Douglas** - distributed “Incident Details Report.” He explained the report which is a tracking of employees. Costs, records and procedures were detailed and Chief Douglas explained positive as well as negative incidents can be productive. Discussion.

Chief Douglas stated there was a consortium this weekend for testing new officers with about 100 applicants. Discussion.

There will be a new 12-hour schedule for the police officers. The new schedules and overtime were explained.

**City Attorney Dan Hayes** explained that the EEOC complaint filed against the City was dismissed. It was regarding someone had a job here and left.

We are doing a water study to build our own water plant. Attorney Hayes stated we need a ‘Water Attorney.’ He knows an attorney whose rate is \$220 and he recommends using his services. Discussion.

A settlement agreement has been resolved with the Ridge. Discussion

**Mayor’s Report- Mayor Smith** requested approval for the trip for the IMEA in Springfield from May 17-19. Alderman Thomas made the motion to approve Mayor Smith’s trip to IMEA in Springfield and Alderman Notheisen 2<sup>nd</sup> the motion. Motion approved unanimously with Aldermen Thomas, Hopkins, Trantham, Darter, Buettner, Row, Heller and Notheisen voting yea. The request to purchase 3 more sets of white lights for downtown was agreed upon by all the aldermen.

The 2018 Bicentennial for the State of Illinois was discussed with Dennis Knoblock for funds for the Peterstown House and the Col. Morrison Talbot Library building and the Bellefontaine House. Discussion.

The tennis courts at Hamacher & Rogers were discussed. The Park District will be asked to repair and maintain the courts which have been shut down because of needed repairs. Discussion.

### **Committee Reports and Minute Approval**

The following Committee Meeting Reports were presented by their Chairman and voted on:

- a. 04-17-17, Street Cmte Chair. Ald. Trantham: Motion Ald. Heller, 2<sup>nd</sup> Ald. Buettner.  
Approved.
- b. 04-17-17, Planning Cmte Chair. Ald. Row: Motion Ald. Notheisen 2<sup>nd</sup> Ald. Heller.  
Approved
- c. 04-24-17, Safety & Health Cmte Chair. Ald. Row: Motion Ald. Notheisen, 2<sup>nd</sup> Ald. Row.  
Approved.
- d. 05-01-17, JOINT Downtown Beautification/Economic Development/Ordinance Committee.  
Chair. Ald Row. Motion Ald. Notheisen, 2<sup>nd</sup> Ald. Row. Approved.

**Alderman Notheisen** stated the Butterfly Program will have the first meeting at the Beacon May 11 @ 7 p.m. and packets are available.

**Collector Kennedy** reminded the newly elected aldermen according to the Open Meeting Act mandatory training is available on line.

**Adjournment** – Motion to adjourn was made by Alderman Notheisen and seconded by Alderman Darter. Motion passed by unanimous voice vote. Mayor Smith adjourned the meeting at 8:15 p.m.

**Barbara Pace,**  
**City Clerk**