

**WATERLOO UTILITY MEETING**  
**Monday February 13, 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 & Rita Trantham  
Alderman Ward III Stan Darter  
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, January 09, 2017: Motion to approve minutes made by Alderman Heller and seconded by Alderman Trantham. Corrections: Building Inspector / Code Adm. Nathan Krebel Report: ‘Mark Vogt sidewalk was repoured to meet ADA standards.’ Director of Public Works Tim Birk Report: ‘bricks under the grates on Mill & Moore’ and ‘LED lights are 1/3 the cost to operate.’ Chief of Police Mike Douglas Report ‘Chief of Police Mike Douglas.’ The motion to approve the corrected minutes passed with unanimous voice vote.

**Audit Report-Keith Brinkman** distributed the audit of the financial statements of the City of Waterloo as of and for the year ending April 30, 2016. He explained the report in detail stating that ‘the memorandum that accompanies the report summarizes Scheffel & Boyle Certified Public Accountants comments and suggestions regarding matters that are opportunities for strengthening internal controls and operating efficiency’ for the City of Waterloo. Keith Brinkman welcomed questions and led a question and answer period.

**Subdivision & Zoning Administrator-Jim Nagel** distributed and explained the following items: 1) Building Permit Fee Schedule. After fees were explained, the Aldermen agreed to building permit fees and the cap at \$7,000. 2) A truck used as a mobile billboard was discussed and it was agreed upon the Ordinance Committee will discuss this further. 3) The year end subdivision update showing lots remaining in area subdivisions which were described and discussed. 4) The Ruth B. Toal final plat was viewed and discussed and improvements will be done when the lot is sold which is the preliminary plat going before the Planning Commission tonight. Also, the Planning Commission is working on the Comprehensive Plan.

**Building Inspector/Code Administrator-Nathan Krebel** distributed the Building Inspector / Code Administrator Monthly Report with the new format which lists the following items 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. These are all according to the year to date and the month. Administrator Krebel answered questions and explained the report.

**Director of Public Works-Tim Birk** distributed the ‘Estimated Average Cost per kWh by Utility-2016 Calendar Year Charges.’ Director Birk explained the City of Waterloo’s rate compared to other community rates and he stated ‘Waterloo is in good shape.’ The Illinois American Water contract was discussed and a feasibility study for \$75,000 regarding owning our own water plant. The Aldermen agreed to the study. The need for a new Salt Shed was discussed and the cost for the City to build it is \$13,500 with engineering as requested. The Aldermen agreed to this action. IDOT wants to finish the roundabout in mid-March which will take 2-3 days. Discussion. Signs will be put up for motorists. WiFi will be worked on in Lakeview Park this week. The Census Bureau will delay the special census due to a hiring freeze.

**Collector/Finance Officer-Shawn Kennedy** distributed ‘An Ordinance in Compliance with The Local Government Travel Expense Control Act (50 ILCS 150/1 et seq.)’ which needs to be adopted by the City Council. It will be presented at the Council Meeting Tuesday, February 21, 2017. All the Aldermen approved the request by Mayor Smith to travel to Washington D.C. Motion made by Alderman Thomas, seconded by Alderman Row, and passed with unanimous voice approval. Collector Kennedy explained the Local Government Travel Expense Control Act. Discussion. In the Local Debt Recovery system 65 accounts have been completed. The budgets are progressing at this time. She stated she has been attending meetings with the Monroe County Economic Commission.

**Community Relations Coordinator-Sarah Deutch** displayed the book made for the year-end of the Monroe County Bicentennial that will be included in the time capsule. Purchase price is \$77 and orders need to be placed with her. Also displayed was the Community Organization sign for the VFW which will be attached to the display fence by the electrical metering station. Discussion. The CGI video project is still being worked on. Emails were sent out today regarding awards submitted for the Illinois Tourism Department, Bicentennial Best Cooperative Effort and Palooza awards. Mayor Smith nominated Butch Kunkel for the Illinois Volunteer Service Award. The Downtown Beautification Committee discussed the cost of “Christmas lights” and the amount of our split cost will be \$1200 with the Chamber of Commerce. Waterloo received a thank you letter from a serviceman from the US Army who received the Waterloo PumpkinFest poster. The St. Louis magazine WHERE featured an article ‘Weekend in Waterloo.’ Sarah will be going to Springfield to the Tourism meeting.

**Chief of Police Mike Douglas**-reported he had his first department meeting last week. He explained a city-wide-camera system is being looked into wherein the city is on a grid where a camera system is operated. Discussion. Dane Luke will be joining the major case squad. The County Sheriffs’ department wants to start an ACE area unit which targets special areas in the city. Discussion. The canine, 12 years old, will be retired at the end of the year and continuing the canine program will be considered. Discussion. Officer evaluations were discussed and a program is being looked into. There will be a contract with REJIS for a new photo booking system. Presently a new \$7700.00 system is being set up which was ordered last year and will be on the next City Council agenda. The WPD internal camera system is old and will be replaced and a new bid has been put in. Chief Douglas explained the system.

**City Attorney Dan Hayes**-No report.

**Mayor's Report- Mayor Smith**-No report.

**Committee Reports and Minute Approval**

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

- a. Personnel Cmte: Chairman Hopkins: 01-16-17; Motion Alderman Darter 2<sup>nd</sup> Alderman Heller. Approved.
- b. Ordinance Cmte. Chairman Heller: 02-06-17, Motion Alderman Notheisen 2<sup>nd</sup> Alderman Trantham. Approved
- c. Street Cmte: Chairman Trantham: 02-06-16; Motion Alderman Thomas 2<sup>nd</sup> Alderman Row. Approved

**Alderman Thomas** announced the Economic Development meeting 2-14-17 @ 3:30 p.m.

**Alderman Heller** distributed photos of metal shipping containers being used for homes in St. Charles, Missouri and the proposal which passed to allow the shipping-container houses to be erected in St. Charles. Discussion.

**Alderman Notheisen** attended the Explore Waterloo downtown and reported poor attendance for the merchants.

**Adjournment** – Motion to adjourn was made by Alderman Hopkins and seconded by Alderman Thomas. Motion passed by unanimous voice vote. Mayor Smith adjourned the meeting at 8:10 p.m.

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