

WATERLOO UTILITY MEETING
MONDAY, FEBRUARY 13, 2023
6:00 p.m.

Mayor – Tom Smith

Alderman Ward I Matt Buettner

Aldermen Ward II Jim Trantham & Jim Hopkins

Aldermen Ward III Stan Darter & Kyle Buettner

Aldermen Ward IV Clyde Heller & Russ Row

Shawn Kennedy – Collector / Finance, Tim Birk – Director of Public Works, Nathan

Krebel – Subdivision / Zoning Administrator, Jeffrey Prosise – Chief of Police, Sarah

Deutch – Community Relations Coordinator, Natalie Steppig – City Attorney.

Petitions by Citizens on Non-Agenda Items. None.

City Clerk – Mechelle Childers

Motion to approve the Utility Minutes dated January 09, 2023, was made by Alderman Kyle Buettner and seconded by Alderman Hopkins.

Motion passed to approve the Utility Minutes dated January 09, 2023, with Aldermen Kyle Buettner, Row, Heller, Matt Buettner, Hopkins, Trantham, and Darter voting ‘yea’.

Community Relations Coordinator – Sarah Deutch

- a. 2023 Calendar of Events – The 2023 Calendar of Events brochure was distributed. A poster format of the 2023 Calendar of Events will be hung in the local business lobbies and will be distributed at the next Waterloo Chamber of Commerce meeting. An online version will be posted on Facebook and the City website.
- b. Tourism Bureau Visitors Guide – The new Tourism Bureau Visitors Guide was passed around to show our ad in the magazine.
- c. Business Banner Program – Renewals have been sent out to existing participants in the Business Banner Program. The City has 63 poles available for business banners. 48 businesses have renewed their banner participation, so there are 15 poles available for new participants. The deadline to apply is February 17, 2023. Currently, we have received 13 new business applications. We will hold a lottery drawing if we exceed 15 applications.
- d. Business Banner Design – The updated design for the business banner was shown. The new banners will be composed of either a blue, yellow or green background and the banner colors will be alternately placed on the poles. The banners will be up for approximately three (3) years.
- e. Upcoming Events:
 - February 23 – Tannous Loving Care Ribbon Cutting at 10 AM.
 - March 16 – ‘Chamber of Commerce Annual Social’ at Acorn’s Gold Links starting at 6 PM. The theme will be based on St. Patrick’s Day.
 - March 18 – ‘Firebird Fest Pomo’ from 11 AM to 1 PM in downtown Waterloo. Several cars will be in town along with Smokey and the Bandit.
 - March 29 – ‘Vietnam Veterans Day Program’ at the Veterans Memorial at Lakeview Park. The ceremony will start at 11 AM.

Collector/Finance Officer – Shawn Kennedy

- a. Fair Solar Credit Rate – IMEA calculates a Fair Solar Credit that is to be used each year. The city has one customer that produces more energy than they use. IMEA has calculated our new solar credit rate at ten (10) cents. The rate is effective from March 01, 2023, to February 29, 2024.
- b. Reliable Sanitation – Reliable Sanitation – Our contract with Reliable allows for an annual increase of 3% or their CPI whichever is greater. Reliable's CPI is calculated at 8%, and they want to take the full 8% increase. This will amount to roughly a \$1.29 rate increase to our customers.
- c. Economic Development – Met with Edie Koch regarding possible modifications to property within the Enterprise Zone. A map and a detailed breakdown of the properties was distributed. It is requested to remove some parcels from the Enterprise Zone. These parcels have already been developed as residential properties or would better fit into a residential zone district. All aldermen agreed to remove the agreed-upon residential areas from the Enterprise Zone map.

Subdivision & Zoning Administrator – Nathan Krebel

- a. Monthly Report – The December 2022 and January 2023 monthly zoning reports were distributed.
- b. Monthly Building Permits – The January monthly permit report was provided.
- c. 2022 Building Permits – A 2022 building permit report was distributed indicating all permits issued in 2022.
- d. Goat Barn – The Monroe County Fair Board wants to expand the Goat Barn located at the fairgrounds. The proposal is to add a 2,000-square-foot lean-to to the building. The Board is requesting a waiver of a building permit and inspection fees. All aldermen agreed to waive the fees for the addition.
- e. Building permits – Only one single-family residential building permit was requested in January, however, development in the City continues at a steady pace.
- d. Subdivision/Development:
 - Silver Creek 1st Addition Phase 2 – This development has not been the easiest to work with. It started with unsafe working conditions which OSHA is now involved with. The mandrel test passed although it was not an easy pass. The pressure test has not been completed, and Nate would like all the excavation work to be completed before the pressure test is done. The contractor is pretty far along with the storm sewer work, and the 8-inch water main should be completed this week. Service taps will be next. The contractor was performing nuclear density testing after each street “lift” but has since stopped. It is vital that they correct this error and perform compaction testing as required. A video was shown of the construction process, and mistakes that have been found and need to be corrected. A list has been provided to the contractor and landowner of items that need to be rectified before a final plat can be approved.
 - Water Usage Charge – Historically, we have we never charge subdivisions for flushing out their lines, and most contractors are abusive with the free water. We are now planning to place a meter on the hydrants and charge a water fee. The rate is still to be determined, but we will probably use the bulk water rate.
 - Natalie Estates Phase 2 – The final street aggregate was put down in November, but they were unable to lay the asphalt before winter. The contractor will be performing an updated compaction test. If the compaction tests pass, the contractor will start concrete curbing as soon as the weather permits.
 - Remlok Phase 5 – Remlok Phase 5 includes public street access across the creek to a three-lot development. Improvement plans were received last week.

- Remlok Phase 6 – Remlok Phase 6 is south of Covington Drive. Another tributary of Gerhardt Creek is on this parcel of property. Dennis Brand is currently planning on working on this creek crossing while working on the Phase 5 creek crossing. The development will eventually connect to Legacy Drive. However, we need to receive and approve the Preliminary Plat and Improvement Plans before any work can be started on the phase.
- e. Zoning Board & Planning Commission – The Zoning Board of Appeals and the Planning Commission will not meet this month, as there are no agenda items.
- f. Washy's Saloon – Originally Rod Washausen was planning a small remodeling job on the building. In December, Washy's Saloon was shut down for renovating the property without a permit. The inside of the building was then gutted. Because the inside of the building was demolished, it now needs to meet the code for occupancy. This means that a fire sprinkler system needs to be installed.
- g. 520 S. Main – Clyde Haudrich, owner of the property, stated he would have the home demolished by April 01, 2023. He will also need to have the sewer and water disconnected at the main.
- h. Ahne's Bakery Update – The storefront will need to be ripped down and rebuild, or the storefront will need to be remodeled.

Director of Public Works – Tim Birk

- a. Hamacher/Bradford/Osterhage Mill and Overlay Project – We received the final invoice from the state for this project, and it is now completed.
- b. Power Plant Generation – Requesting a meeting with the Electric System Committee to discuss the future of the Power Plant.
- c. Roger Street Extension – This is the extension of Roger Street from Country Club Lane to Rose Lane. Will need to meet with the Street Committee to determine the distance between entrances on the proposed extension. Currently Roger Street has a 600-foot distance between entrances.
- d. Water Plant Update:
 - Bids - The water plant is out for bids. There are advertisements in the Republic Times, Belleville New Democrat and other publications. On March 21, 2023 a pre-bid meeting will be held for any questions from the contractors, and April 11, 2023 is the letting date.
 - Power to the Well Site – Working with Ameren to get three-phase electric power to the well site and plant.
 - Generator – A diesel generator will need to be installed as part of the new water plant. There are no natural gas lines close by and propane is not an option.
- e. Commercial Lead Service Lines – Out of 111 commercial service lines, we have found 8 that are classified as “galvanized” lines. The city will replace these lines before we perform any milling and overlay work on the streets uptown.
- f. ATV Damage – There is ATV damage by the Sewer Plant. We will be erecting signage indicating trespassing is prohibited.
- g. Mechanic/Crane Utility Truck Purchase – Public Works would like to purchase a mechanic/crane truck to replace two (2) older vehicles. One is a 30-year-old Digger Derricks that the sewer plant utilizes, and the other is a 20-year-old mechanics truck. If we ordered a truck today, it would be approximately two to three years before we would receive it. However, on searching the internet we found a new 2022 truck that meets our specs in Plano, Texas.
Attorney Steppig pointed out that the council cannot purchase/order something that is 2 to 3 years out which would bind a future council. Therefore, if ordering a truck, the city might have to wait until the new council is seated.

Although the council is unable to vote on this issue this evening, a poll of the Council Members was held. The result was a 4/3 affirmative vote to proceed with the truck in Plano, Texas. The next step will be for this purchase to be on the City Council agenda for approval.

Chief of Police – Jeff Prorise

- a. Narcan – Our supply of Narcan is depleted. However, if we take a 45-minute training course through Egyptian Mental health, they will supply us with 40 to 50 doses.
- b. EAP (Employee Assistance Program) – Gateway Regional Medical Center provides our EAP program for employees. We will have a counselor from Gateway Regional Medical Center meet with all employees to explain what the EAP program is and what it has to offer. We also want to insure the employees that these services are confidential.
- c. Illinois Law Enforcement Training and Standards Board (ILETSB) – The ILETSB is suggesting a mental health screening for police officers once a year. Human Support Services can offer this testing.
- d. Polar Plunge – February 24, 2023 is the Polar Plunge that supports the Special Olympics of Illinois. The plunge will take place at Lake Lucille.
- e. Online Social Media Monitoring Service – Officer Shaun Wiegand gave a presentation on the use of social monitoring tools to keep abreast of what is being posted using keywords, locations and emojis. The company ‘Babel Street’ is the number one provider for law enforcement. It will search 20 public social networking platforms, blogs, the dark web, message boards, Open Source, YouTube, etc. Babel allows the user to set up five focuses simultaneously. A virtual meeting on the software will be presented on February 15, 2023. The Babel Street program can be used in investigations and background checks. Notification occurs by email or with their application. It would be used to monitor online “publicly posted” threats, disruptions and targets to our schools and community. There were a lot of questions regarding the program including what resource impact this could have on the WPD.
- f. Explorer Program – We recently took the Explorers to the Police Academy where they had interaction with the MILO System. The MILO System is a training simulator where the Explorers worked through situations and had to employ proper communication to de-escalate situations.

City Attorney – Natalie Steppig

- a. Curt Simshauser Photo/Cinema Studios – A meeting has been scheduled for February 23, 2023 to discuss the fulfillment of the City’s contract for photo content.

Mayor’s Report

No Report.

Committee Reports and Minutes Approval

- 1. 01-19-23 Water / Sewer Committee Meeting Minutes. Matt Buettner-1st, Row-2nd. Passed.
- 2. 02-06-23 JOINT Economic Development & Finance Cmte. Meeting Minutes. Hopkins-1st, Darter-2nd. Passed.
- 3. 02-06-23 Ordinance Committee Meeting Minutes. Hopkins-1st, Trantham-2nd. Passed.

Executive Session for the Discussion of Personnel as Provided for by 5 ILCS 120/2(c)(1).

Motion to move into Executive Session made by Alderman Row and seconded by Alderman Darter. Motion passed unanimously by voice vote

Entered into Executive Session at 8:03 p.m.

Adjourned Executive Session at 8:09 p.m.

Motion to Resume Session made by Alderman Kyle Buettner and seconded by Alderman Matt Buettner. Motion passed with unanimous voice vote.

Mayor Smith resumed the regular Utility Meeting at 8:09 p.m.

Comments

Alderman Hopkins mentioned that he would like the City to consider supporting the Monroe County Actors Stage Company as a sponsor next year.

Alderman Kyle Buettner inquired if there was going to be a Street Committee Meeting to discuss vehicles and equipment for the Street Department. Alderman Trantham, Chairman of the Street Committee, stated a Street Committee Meeting will be held on February 21, 2023 to talk about the Street Department vehicles and equipment needs.

Adjournment – A motion to adjourn was made by Alderman Kyle Buettner and seconded by Alderman Matt Buettner. Motion passed by unanimous voice vote. Mayor Smith adjourned the meeting at 8:13 p.m.

Mechelle Childers – City Clerk