

WATERLOO UTILITY MEETING
Monday, February 14, 2022
6:00 p.m.

Mayor – Tom Smith
Alderman Ward I Steve Notheisen & 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, Brad Yearian – Building
Inspector / Code Administrator, Jeffrey Prosis – Chief of Police, Sarah Deutch –
Community Relations Coordinator, Jessica Rucks – HR Coordinator, Dan Hayes –
City Attorney.

Petitions by Citizens on Non-Agenda Items. None.

City Clerk – Mechelle Childers

Motion to approve the Utility Minutes dated January 10, 2022 was made by Alderman Darter and seconded by Alderman Heller.

Motion passed to approve the Utility Minutes dated January 10, 2022 with Aldermen Darter, Kyle Buettner, Row, Heller, Notheisen, Matt Buettner, Hopkins and Trantham voting ‘yea’.

Subdivision & Zoning Administrator – Nathan Krebel

- a. Monthly Report – The January monthly zoning report was distributed. It was pointed out that in January 2022 there have been seven (7) residential building permits issued.
- b. Monthly Building Permits – The January monthly permit report was provided.
- c. Zoning:
 - Rosedale House – The Tannous’ have expressed interest in purchasing the former Rosedale House with the intent of using it as a 55+independent living community under the 1999 Special Use Permit. After discussing with the City Attorney, it was determined the property can still use the SUP from 1999. It was recommended that a memorandum of what has transpired with this property be on file. All aldermen agreed to proceed with the Tannous’ request for a 55+independent living community under the 1999 Special Use Permit for the Rosedale property by a voice vote of “yea”.
 - Monument Sign Permit for Dieterich Bank – Dieterich Bank will be replacing their pole sign with a monument sign per the updated sign ordinance.
- d. Subdivision/Development:
 - Merger of Lots on Silver Creek Lane – Received a request to combine two (2) parcels of ground at #2 Silver Creek Lane. The owner of the parcels would like to combine the lots to reduce their property tax. The titleholder will need to provide all the documentation on the property from the courthouse along with a new boundary description.
- e. Planning Commission – meeting tonight (02/14/2022) to review:
 - Remlock Phase 4 – This will include the Benjamin Lane Extension and the annexation petition.
 - Remlok Phase 4 – Preliminary Plat.
 - Special Use Permit for 203 West Mill – Requesting a Special Use Permit for a multi-family residence above the commercial level.

- f. Zoning Board of Appeals – Meeting scheduled for 02-17-22 to discuss:
 - Special Sign Permit for Scooters’– Request to exceed the maximum allowable signage by 10.4 square feet.
 - Area and Bulk Variance request for 203 West Mill – Requesting a 17-foot setback variance for a new commercial building.
 - Special Use Permit for 203 West Mill – Requesting a Special Use Permit for a multi-family residence above the commercial level.
- g. Water Tower – Sprint is removing their equipment from the water tower and are curious if they should patch the holes where they drilled into the deck. It was determined that Sprint needs to weld the holes shut and then prime and paint the area.

City Building Inspector –Brad Yearian

- a. Monthly Report – The January monthly report was distributed.
- b. Demolition Photos – A video was shown on the demolition of the building at 203 West Mill.
- c. Lou Del Subdivision - A homeowner converted their basement into a walkout basement and tied into the city storm sewer during the process. When meeting with the homeowner on possible resolutions to correct the issue, other code violations were found. The fence is too high for a corner lot, the parking area needs to be paved, and the backyard slopes to the house.

Human Resource Coordinator – Jessica Rucks

- a. Police Pension – Police Pension 1099’s have been sent out.
- b. Police Pension Payroll – Police Pension Payroll for 2022 has been set up.
- c. Affordable Care Act – Working on the 1095C’s reporting process.
- d. Multi-Factor Authentication (MFA) – Drafting a policy for the MFA.
- e. Aflac Insurance – Aflac has been very difficult to contact. Will be researching compatibles from other insurance companies.
- f. Monroe Randolph Transit District – The Monroe Randolph Transit District received monies through state grants to build a new facility and purchase new vehicles.
- g. Mask Mandate Signs – The Mask Mandate Signs will be removed on 02-28-22.

Community Relations Coordinator – Sarah Deutch

- a. Monroe County Job Fair – The Monroe County Job Fair is completely booked with 55 businesses being represented. For those businesses unable to attend, they can submit fliers indicating available jobs. The event is on February 16, 2022 from 2 PM to 6 PM at The Falls.
- b. Hometown Heroes Banner Program – This program will be introduced to the public in the February newsletter. Applications and details are on our website.
- c. Upcoming Special Events:
 - Vietnam Veterans Day Ceremony – March 29 at the Courthouse Bandstand. The City of Waterloo has joined the Vietnam War Commemoration as a Commemorative Partner and will be honoring Vietnam Veterans. Information on this program will also be in the February newsletter.
 - Nick Hopkins Memorial Highway Dedication – April 14 at Life Community Church, Columbia, Illinois. Illinois Route 3 will be dedicated from GG Road to Kaskaskia Road as a memorial to Officer Nick Hopkins.
 - First Responder Memorial Dedication – May 7 at Zimmer Park.

- d. Annual Calendar of Events – Still waiting on the brochure format, but the poster format is ready and available. The events are also listed on the City website.
- e. Chamber of Commerce Annual Social – The Chamber of Commerce Annual Social is scheduled for March 10, 2022 and the theme will be the “Roaring 20’s”. The City has four (4) seats available. Please sign up if you are interested in attending.

Collector/Finance Officer – Shawn Kennedy

- a. Illinois Local Tax Allocation Division – Received notification from the Local Tax Allocation Division that they have updated the population to reflect the 2020 census. Therefore, the taxes received from the distribution fund will change.
- b. Leveling the Playing Field for Illinois Retail Act – This 2021 Act is intended to "level the playing field" between Illinois-based retailers and remote retailers by imposing State and local retailers' occupation taxes on both Illinois and remote merchants. We did see our sales tax increase about 15% in 2021 since this Act was implemented. City boundaries are also used to create the sales tax revenue and these boundaries need to be “certified” by the city.
- c. Illinois Family Relief Plan – The governor is proposing an Illinois Family Relief Plan to take effect July 1, 2022. One of the items in the plan is to suspend the 1% sales tax on groceries. This is money that comes to the city. If the state does not replace these funds, the city will be losing monies from this tax revenue.
- d. FEMA Reimbursement Update – The reimbursement that was submitted for PPE, plexiglass, disinfected, sneeze guards, etc.. was originally rejected. FEMA revisited our application, has now accepted our request and will be reimbursing us for all expenses.
- e. HTC Internet Service Upgrade – HTC will be upgrading our internet service in the next week or two. There will be an internet outage during the upgrade.
- f. Illinois American Water – Illinois American Water has applied to the ICC for an approximate 35% rate increase.

Director of Public Works – Tim Birk.

- a. Energy Efficiency Grant – Received an Energy Efficiency Grant for the old firehouse. All the lighting will be replaced with motion sensors and new exit lights will be installed.
- b. LED Street Lighting – 35 more streetlights still need to be changed to LED. Some streetlights need to be retrofitted for the LED lights. Should be completed in the next couple of months.
- c. Solar Turbine #12 Upgrade – Need to retrofit engine #12. This is scheduled to begin on March 1, 2022. The crew will work 12-hour days for 14 days straight. The scheduled date of completion is March 14, 2022.
- d. Moore Street Phase 5&6 – Photos were shown of the storm pipe that is being placed in the road. There were also photos showing the old storm sewer pipe as compared to the new one.
- e. Water Leaks – There have been a couple of service line water leaks that needed repaired.
- f. Veterans/North Library Project – The water pipe has been ordered for the future water tower. Should be able to start this project around the April/May timeframe.
- g. Portable Table Trailer – The portable table trailer is completed.
- h. Net Metering Policy – Working on the new net metering policy.
- i. Bereavement Leave – An employee has requested 30 hours of bereavement pay for the death of his niece. However, the union contract does not extend bereavement leave to uncles or nieces. Although everyone expressed great sorrow at his loss, the consensus was not to grant the bereavement pay, as he was not eligible per the contract.
- j. Jared Schmitz – Jared Schmitz’s father, William Schmitz, passed away. Visitation is at Quernheim’s and the Funeral Mass is in Tipton.

Chief of Police – Jeff Prorise

- a. Super 8 Incident – There was a finger dismemberment at the Super 8.
- b. New Officer – Officer Sam Pruett will be starting March 01, 2022.
- c. Bar Report:
 - Several individuals were arrested for wrangling.
 - Several individuals were arrested for ordinance violations after an altercation.
 - Triple R Bar was open and serving alcohol after hours (2AM). Tickets will be issued.

City Attorney – Dan Hayes

No Report.

Mayor’s Report

No Report.

Committee Reports and Minutes Approval

- a. 12-20-21 Planning Cmte Meeting Minutes. Notheisen -1st, Row-2nd. Passed.
- b. 01-18-22 Waterloo Beautification Cmte Mtg. Minutes. Darter -1st, Notheisen -2nd. Passed.
- c. 01-18-22 JOINT Ordinance & Gas Cmte Mtg. Minutes. Notheisen -1st, Row-2nd. Passed.
- d. 02-07-22 Planning Cmte Meeting Minutes. Darter -1st, Notheisen -2nd. Passed.
- e. 02-10-22 Economic Development Cmte Mtg. Minutes. Hopkins -1st, Darter -2nd. Passed.
- f. 02-10-22 Electric Committee Meeting Minutes. Minutes were not available.

Comments

Alderman Kyle Buettner inquired if there was a plan for the old water tower. The Mayor stated nothing has been planned as of right now.

Adjournment – Motion to adjourn made by Alderman Kyle Buettner and seconded by Alderman Matt Buettner. Motion passed by unanimous voice vote. Mayor Smith adjourned the meeting at 7:40 p.m.

Mechelle Childers, City Clerk