

WATERLOO UTILITY MEETING
Monday, March 08, 2021
6:10 p.m.

Mayor – Tom Smith
City Clerk – Mechelle Childers
Alderman Ward I Steve Notheisen & Russ Thomas
Aldermen Ward II Jim Trantham & Jim Hopkins
Alderman Ward III Stan Darter & Kyle Buettner
Aldermen Ward IV Clyde Heller & Russ Row
Shawn Kennedy – Collector / Finance, Tim Birk – Director of Public Works, Jim Nagel – Subdivision / Zoning Administrator, Nathan Krebel – Building Inspector / Code Administrator, Jeffrey Prosise – 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 Utility Minutes dated February 08, 2021 made by Alderman Heller and seconded by Alderman Buettner.

Motion passed unanimously to approve the Utility Minutes dated February 08, 2021 with Aldermen Heller, Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner and Row voting “yea”.

Alderman Notheisen requested an Executive Session for the Discussion of Personnel be added to the agenda for this evening. All aldermen agreed by unanimous voice vote.

Human Resource Coordinator – Jessica Rucks

- a. Apprentice Lineman – position has been filled. The new employee started March 01, 2021.
- b. CPR Training – postponed and rescheduled for March 26, 2021.
- c. Affordable Care Act (ACA) – reporting is complete.
- d. Pre-Employment / New Hire Process – created a standardized process form for review. Suggestions/comments are appreciated.

Community Relations Coordinator – Sarah Deutch

- a. Billboard – met with the Economic Development Committee, and the Committee decided to table any billboard advertising at this time.
- b. Brochures – Economic Development Committee discussed distributing brochures through CTM Media Group.
- c. Mural Contest – discussed holding a Mural Contest. Designs would be submitted for a downtown mural and open to anyone to participate. A meeting is needed to discuss further details.
- d. Governor’s Hometown Awards –presentations for the “Virtual Veterans Program” and the library “Story Walk” will be held on March 16, 2021.
- e. Waterloo Volunteer Website – the new site is being developed.

Collector/Finance Officer – Shawn Kennedy

- a. Natural Gas Prices – Blake Bastien, the City’s Symmetry Energy Representative, called into the meeting to discuss the spike in natural gas prices during the February 2021 winter storm. *Force Majeure* was enacted by the natural gas companies during this winter freeze, and the cost per MMBtu went from \$3.00 to \$44.00. Because of the extremely cold weather, the demand for natural gas increased. In turn, the natural gas wells were also affected by the weather conditions and freeze-offs were occurring. Due to the demand increase and the supply decrease *force majeure* was decreed. Once warm weather returned, the gas prices reverted to normal levels. Overall, there was an approximately 300% increase in natural gas prices during February, and the budget was heavily impacted. There may be MRT penalties imposed when the natural gas usage for the day exceeded the natural gas purchased for the day. It was suggested that a resolution be sent from the City Council to MRT requesting any penalties be waived due to hardship. Some municipalities are passing on the increased natural gas cost directly to their customers, some are passing the cost to their customers with an optional three/four-month payment structure and some are subsidizing the increased cost out of their reserves. Alderman Notheisen recommended a Gas Committee meeting for 9 a.m. March 10, 2021 to discuss further action on the *force majeure* and MRT penalties.
- b. HTC Phone System – the new program has been installed and training is in process. Working through some programming changes and tweaking the system as needed.
- c. Small Business Stabilization – received two of the three grants.
- d. Simmons Bank – has been sold to CEFCU (Citizens Equity First Credit Union). Monies will be moved back to Illinois Funds. However, the Simmons Bank transition will happen before an account can be established with Illinois Funds.
- e. Budgets – still in progress.

Subdivision & Zoning Administrator – Jim Nagel

- a. Alan Brand Lakeview Drive Property– apparently there is no easement on file for the waterline that runs through Mr. Brand’s property at 755 Lakeview Drive. The water line was installed in approximately 1897. A discussion was held regarding an easement by prescription, and on the possibility of relocating the water line. Mr. Brand is requesting the City allow him to use an aeration system on the property in exchange for a water line easement. The City will further research the property, and the water line located on such property.
- b. Planning Committee Meeting – the Ethan Bellinger 55+ Senior Development and the Recovery Residence at the Rosedale House will be discussed at the Planning Committee Meeting on March 10, 2021.
- c. Quail Ridge Development – sanitary sewer and storm sewer systems are installed. Water main installation should start soon.
- d. Fast Fitness in the Loo – is requesting a Special Use Permit which will be going to the Planning Committee and the Zoning Board of Appeals for a recommendation.
- e. CleanCar Express Car Wash – the owner has decided not to pursue adding a dog washing area to his car wash facility, but he is still interested in acquiring a gaming and liquor license.
- f. DESCO Properties Private Drive – all required permits have been received, and they should be breaking ground soon.
- g. Lash Salon – an eyelash salon will be moving into the space that was vacated by Waterloo Mercantile.

- h. Bank of Monroe County – plans have been reviewed by the City, but still need to be reviewed by IDOT.
- i. Natalie Estates and Quail Ridge New Addition – to assist with keeping mud out of the sewer systems, Quail Ridge is installing silt fencing on the storm sewer, and Natalie Estates has wrapped silt fencing fabric around the grate structure.
- j. Remlok Lift Station – it has been too cold and too muddy to work the lift station.

Building Inspector/Code Administrator – Nathan Krebel

- a. Fast Fitness in the Loo – code information has been given to the owner.
- b. Proposed Senior Living Development – the currently zoned I-1 Industrial District would need to be rezoned to R-5 Multi-Family. The Comprehensive Plan does not call for an R-5 zoned district in this area.
- c. Rosedale House – change of use of the building will be needed. Expecting to house 32 people within the available 16 rooms. Reviewing on code compliance on the building.

Director of Public Works – Tim Birk.

- a. February Snow Storm - 438 tons of salt were used between February 15, 2021 and February 19, 2021 and 1,041 tons this year.
- b. Power Plant – used approximately 40,000 gallons of diesel fuel between 02-15-2021 and 02-19-2021.
- c. Water Plant - talked to IEPA regarding the new water plant. Plans should be ready to go out to bid in April or May of 2022.
- d. AMI Water Meter Update – 69 meters left to replace. Need to consider what to do with those who will not call back or let the installers inside. The current plan is to charge an additional \$35 to their utility bill each month starting in April 2021.
- e. Tar Pot – a Road District near the Village of Valmeyer is interested in the old City tar pot. It was decided to give the old tar pot to them.
- f. America Public Power Association Safety Award – the City was again a Safety Award Winner.
- g. Alley Program – would like to have a Street Committee meeting to discuss the Alley Program.
- h. Moore Street Issues – there is a possibility that Moore Street Phase 5 and Phase 6 might not get completed. A resident is requesting more than what the city is willing to compromise to complete the project. The city will pay the appraisal to the resident. All aldermen agreed with the payment for the land appraisal.

Chief of Police – Jeff Prosis

- a. Explorer Program – received information from CHUBB Insurance on a policy to cover the Explorer program. Insurance Committee will review for adequate coverage.
- b. House Bill 3653 – with the signing of this bill there are new requirements/changes:
 - Body Cams will be required by 2025.
 - Anonymous complaints can be made against officers.
 - Storage and cost of the body cam recording files.
 - Cash bond bails will be eliminated in 2023.
 - Criminal trespass – you can cite the individual(s) for trespass, but can't force them to leave the property.

- c. Traffic Stop Recordings – state law mandates the recordings only need to be kept for 90 days. We currently keep our recordings longer than that. We might want to consider shortening the length in retaining these recordings.

City Attorney – Dan Hayes - No Report.

Mayor’s Report – No Report

Committee Reports and Minutes Approval

- a. 02-04-21 Downtown Beautification Cmte Mtg Minutes. Notheisen-1st, Darter-2nd. Passed.
The new name for this committee is “Waterloo Beautification Program”.
- b. 02-16-21 Water/Sewer Cmte Mtg Minutes. Row-1st, Buettner-2nd. Passed
- c. 02-25-21 Economic Development Cmte Mtg Minutes. Notheisen-1st, Heller-2nd. Passed.
- d. 02-25-21 Safety/Health Cmte Mtg Minutes. Notheisen-1st, Row-2nd. Passed.
Outdoor dining will start on April 1, 2021.

Executive Session for the Discussion of Personnel as allowed per 5ILCS 120/2(c)(2).

Motion to move into Executive Session made by Alderman Notheisen and seconded by Alderman Darter. Motion passed unanimously to enter into Executive Session with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting “yea”.

Entered into Executive Session at 8:29 p.m.

Adjourned Executive Session at 8:38 p.m.

Motion to Resume Session made by Alderman Thomas and seconded by Alderman Heller. Motion passed with unanimous voice vote. Mayor Smith resumed the regular Utility Meeting at 8:38 p.m.

Comments

Alderman Trantham stated there would be a Street Committee Meeting on March 15, 2021, at 6:30 p.m.

Alderman Hopkins wanted to know if the Gaming money could be used to purchase body cameras. The answer is no they cannot.

Alderman Buettner mentioned that Nathan Rau has been assisting with the Metzger Farm Trail and put together a map of the trail to be displayed at the trailhead. The cost is roughly \$57.00. The Mayor stated the City would pay for the sign as long as the invoice was made out to the City.

Adjournment – Motion to adjourn made by Alderman Buettner and seconded by Alderman Darter. Motion passed by unanimous voice vote. Mayor Smith adjourned the meeting at 8:41 p.m.

**Mechelle Childers,
City Clerk**