

WATERLOO UTILITY MEETING
MONDAY, JUNE 09, 2025
6:08 p.m.

Mayor – Stan Darter
Aldermen Ward I Joel Vogt & Matt Buettner
Aldermen Ward II Jim Hopkins & Jim Trantham
Alderman Ward III Kyle Buettner
Aldermen Ward IV Jordon Riley & Gary Most

Administrative Staff Present:

J.R. Landeck - Director of Public Works, Nathan Krebel – Deputy Director of Public Works, Roberta Rohwedder – Subdivision & Zoning Administrator, Sarah Craig – Collector / Finance, Trisha Hoagland – HR Coordinator, Dane Luke – Chief of Police, Natalie Steppig – City Attorney, Mechelle Childers – City Clerk.

Absent: Alderman Tina Charron, Brad Yearian – Building Inspector, Sarah Deutch – Community Relations Coordinator,

Petitions by Citizens on Non-Agenda Items.

Mr. Paul Pecha questioned why the net metering rate was declining while electricity rates were gradually rising. He believes the net metering rate should increase in proportion to the electricity rate. Mayor Darter informed Mr. Pecha that IMEA is responsible for calculating the fair solar credit, and the City has provided all the information received from IMEA regarding the calculation process. Mr. Pecha stated that the information provided did not explain the ongoing decline in net metering rates, and that he is looking for transparency regarding the methodology used to compute the fair solar credit figures. Mayor Darter replied that the City was unable to provide that information.

City Clerk – Mechelle Childers

Motion to approve the Utility Minutes dated May 12, 2025, was made by Alderman Kyle Buettner and seconded by Alderman Hopkins.

Motion passed to approve the Utility Minutes dated May 12, 2025, with Aldermen Kyle Buettner, Riley, Most, Vogt, Matt Buettner, Hopkins, and Trantham voting ‘aye.

Subdivision & Zoning Administrator – Roberta Rohwedder

- a. Permits – Nineteen (19) permits were issued in May: three residential, seven accessory structures, three excavations, two commercial, and four signage requests. A detailed review of each permit was presented. A brief discussion took place regarding fiber drop excavation permits, focusing on companies that perform the work without obtaining a permit and those that apply for a permit but perform the work before it is approved. So far in June, working on one residential permit, one commercial, one excavation, and one accessory permit.
- b. Quail Ridge – Storm sewer and sanitary sewer lines have been installed and testing has begun.
- c. Planning Commission – The Planning Commission will meet tonight, June 09, 2025, to review the annexation agreement for 745 N. Market which will be zoned B-3 but designated as a residence, as well as the annexation of the Sternau property off Lakeview Drive, which will be zoned A-1 (Agricultural). There will also be a review of the final plat for a 15.22-acre single-family lot near Legacy.

Deputy Director of Public Works – Nathan Krebel

- a. Third (3rd) Street – Asphalt work has begun. On the west side of the street, they started putting in a level binder, which will be followed by a normal binder to address the significant skew of the road.
- b. Potential Drainage Issues on Third (3rd) Street – Last week, during a heavy rainfall, water got into Tony Groves' office building. Since the road construction is incomplete, and the curb inlets are currently not being used, it is unclear if this is a real issue or not.
- c. Handrails – Several handrails will need to be manufactured and installed, which will require a bid package.
- d. OSHA Update – The OSHA abatement certification for the water department has been submitted. As of this meeting, no response has been received from OSHA. The OSHA contact has been helpful and easy to work with. The sewer violation listing has been received, and we will start working on that abatement certification.
- e. W. 4th Street – This project involves a complete roadway reconstruction. HMG is expected to have plans available this week for review. Sidewalks that are in good condition will be retained. The project will include new curbs and additional storm inlets. A drainage study will be conducted due to the street configuration and construction.
- f. Sydenstricker Nobbe – The new 8-inch water main has been installed by Haier Plumbing. The system successfully passed the 150-pound pressure test, and the first "BAC-T" test was conducted. The fee schedule for the gas main and the petition for annexation have been sent to Tom Nobbe. Once all the necessary paperwork is signed and payment is received, the gas main installation will get underway. The city is also able to annex the Sydenstricker Nobbe property into its jurisdiction. According to state law, it is permissible to cross over 30 feet of non-contiguous land, and Ken Hartman's property falls within this distance.
- g. Lead/Copper Line Water Testing – Samples were distributed to the 60 households that are required to provide water sampling to the city in compliance with the IEPA Lead Service Line. Responses were received from all but seven. Efforts are ongoing, including numerous phone calls and visits, to collect the remaining seven samples. This process will be repeated every six months until all issues related to lead and copper lines are resolved. At this point, we are significantly ahead of what the EPA is requiring us to achieve.

Director of Public Works – J.R. Landeck

- a. Capital Projects Update:
 - Rogers Street North – The county is still finalizing plans and right-of-way arrangements. All property owners have been contacted. The County hopes to put the project out for bid later this winter or early next spring.
 - Villa Court & Greiner Drive – Preparing a letter to the involved parties to address the steps required for the acquisition and maintenance of the streets. Approximately seven entities are involved. The plan is to convene in a group setting to discuss the plan collectively.
 - Southview Drive – Identifying the next steps necessary to acquire the maintenance of Southview Drive. This road has already been constructed to City specifications
 - Reviewing & Planning Roadways/Sidewalks – Currently reviewing and planning for the reconstruction and construction of roads, sidewalks, and shared-use paths. Then identifying available funding to enable cost-sharing with the federal government.
- b. New Turbine Generator (#14) – Continuing the process of identifying potential cost-saving measures. The solar manufacturer, contractor, subcontractors, engineer, and city representatives met on June 08, 2025, and had an in-depth conversation regarding construction, staging, lifting, pouring concrete, and other related matters. We are still on schedule for an early August delivery.

- c. Natural Gas Odorizer – The natural gas odorizer near the fairgrounds requires replacement. Working with USDI to find a suitable replacement in kind. The goal is to have this replacement within the next couple of months.
- d. Equipment – Looking at replacing/purchasing the following equipment:
 - Street Department Tandem Truck.
 - Skid Steer.
 - Mini-Excavator.
 - The blower and other miscellaneous equipment for the sewer plant.
 - Pickup truck for the power plant.
 - Yard mats for the line department.
- e. Concrete Replacement – Working on the concrete slab replacement project. The plan is to get that bid out soon.
- f. Water Treatment Facility – The facility is operating as designed and maintains a hardness of around 170 to 180 milligrams per liter. Continuing to monitor the costs associated with day-to-day operation. The project is nearing completion. There were issues with some of the PVC piping on the filters, so AOP is replacing them.
- g. Well #2 – The pump was installed today, and the sleeve was reinstalled. Testing will begin tomorrow, June 10, 2025, and we hope to be back online by the end of the week. Once this well is back online, the same service will begin at Well #1.
- h. Electric Rates – Ameren has announced an upcoming rate increase this summer. There will be a minimal impact from IEMA on the City of Waterloo.
- i. National Public Works Week – National Public Works Week was a success.
- j. Request Form – The city receives numerous phone calls, text messages, and emails requesting attention to various matters. To improve and streamline these processes, an online or web-based request form is being considered for customers and residents.
- k. Gas Utilities Alliance Meeting (GUA) – The GUA annual meeting is scheduled to take place on June 10, 2025, in Effingham.
- l. FEMA – Need to update our ordinance to the current FEMA mapping. An Ordinance Meeting will be scheduled for June 16, 2025, to review FEMA’s Flood Insurance Rate Map.

City Building Inspector – Brad Yearian

No report submitted – due to illness.

Collector/Finance Officer – Sarah Craig

- a. Audit – Working on the audit with Scheffel Boyle. Completing journal entries and organizing documents for their review.
- b. IMLRMA Insurance Renewal – The City’s liability and workmen’s comp insurance renewal is coming up for renewal. Will be meeting with an IMLRMA representative to ensure the packet is properly completed. It is due at the end of this month.
- c. Copy Machines – The budget includes the purchase of two new copy machines, one designated for the business office and the other for Public Works IT. A quote has been obtained from Coast-to-Coast Equipment & Supplies. The old copy machines will be sold at auction.
- d. Budget Books – Although everyone received an email version of the Budget Report (Book), a hard copy should be in the aldermanic mailboxes this week.

Community Relations Coordinator – Sarah Deutch

No report submitted – due to vacation.

Human Resource Coordinator – Trisha Hoagland

- a. Staffing – Brad Yearian has accepted the role of the power plant fleet mechanic. This, in turn, leaves the Building Inspector/Code Administrator role open, and we are currently accepting applications for this position. Brad will remain as Building Inspector for two weeks following the hiring of a replacement for that position. Bonnie Schwarze officially retires on June 10, 2025, and Jennifer Kujawa, who possesses experience in municipal work, has been hired to take over Bonnie's job. Jennifer is scheduled to start on July 7th.

Chief of Police – Dane Luke

No report submitted.

City Attorney – Natalie Steppig

The City Attorney had no report, however, Alderman Most inquired about the old Ahne's Bakery building at 201 Mill. The City Attorney stated that the building remains in the legal process.

Mayor's Report

- FOP Contract – The June 16, 2025, City Council agenda will include the approval of the FOP 2-Year Contract. The contract has already been ratified by the officers.
- Stanglein Property – A meeting is scheduled with Eddie Stanglein on June 10, 2025, to discuss the property he owns off Lemen Street, which is surrounded by city property.
- Chickens – The issue of allowing chickens within the city limits has been raised once again. Should the city council choose to revisit the ordinance prohibiting fowl within the city, the matter will be added to the agenda for an ordinance meeting scheduled for June 16, 2025. The aldermen agreed to reconsider the Fowl ordinance.
- Honeybees & Hives – The issue of allowing honeybees and hives within the city limits has been raised. Should the city council choose to visit the ordinance prohibiting honeybees within the city, the matter will be added to the agenda for an ordinance meeting scheduled for June 16, 2025. The aldermen agreed to consider the honey bee ordinance.
- Dispatching Contract – On June 10, 2025, we will meet with Monroe County to discuss a three-year dispatching contract.
- Ordinance Committee Meeting – For the June 16, 2025, Ordinance Committee Meeting, the agenda will be to review gaming licenses, including their current status and numbers. Additionally, the committee will examine FEMA's map ordinance, discuss allowing fowl and bees within the city limits, and consider the creation of a 'Property Committee'.
- Red, White & Blue in the Loo – Red, White & Blue in the Loo will be held July 3rd and 4th at the Monroe County Fairgrounds. A parade is scheduled for Friday, July 4th, at 10 a.m. A sign-up sheet will be passed around for walkers and drivers.

Committee Reports & Minute Approval

- a. 04-21-25 Drainage Cmte Mtg Minutes. Vogt-1st, Hopkins-2nd. Passed.
- b. 05-19-25 Planning Cmte Mtg Minutes. Riley-1st, M. Buettner-2nd. Passed.
- c. 06-02-25 Waterloo Beautification Cmte Mtg Minutes. K.Buettner-1st, Most-2nd. Passed.
- d. 06-02-25 Ordinance Cmte Mtg Minutes. Most-1st, Riley-2nd. Passed.

Comments

Alderman Trantham stated that he would be unable to attend the Waterloo Park District Board Meeting on June 11, 2025, as well as the City Council Meeting and Ordinance Committee Meeting on June 16, 2025. With the approval of Mayor Darter, Alderman Riley will attend the Park District Board Meeting on Alderman Trantham's behalf.

Adjournment – A motion to adjourn was made by Alderman Most and seconded by Alderman Riley. Motion passed by a unanimous voice vote. Mayor Darter adjourned the meeting at 7:16 p.m.

Minutes submitted by Mechelle Childers – City Clerk