

**WATERLOO UTILITY MEETING**  
**Monday June 10, 2019**  
**6:00 p.m.**

Mayor – Tom Smith

City Clerk – Barbara Pace

Alderman Ward I Steve Notheisen & Russ Thomas

Aldermen Ward II Jim Hopkins & Jim Trantham

Alderman Ward III Stan Darter & Kyle Buettner

Aldermen Ward IV Russ Row & Clyde Heller

Shawn Kennedy-Collector/Finance, Tim Birk-Director of Public Works, Jim Nagel-Subdivision & Zoning Administrator, Sarah Deutch-Community Relations Coordinator, Jessica Rucks-Human Resource Coordinator, Mike Douglas-Chief of Police, Dan Hayes-City Attorney.

**Petitions by Citizens on Non-Agenda Items.** None.

**City Clerk – Barbara Pace**

Utility Meeting minutes dated Monday 05-13-19 Items of correction:

Director of Public Works-Tim Birk - change to: a. The Water Plant is moving forward.

b. North Market Street closure began today, concrete will be poured and it will take about 10 days to complete the project. g. Asphalt and oil prices are going up.

Mayor's Report - change to: a. Expenses for the IMEA/IMUA Conference in Springfield for Mayor Smith and Russ Row was approved. c. The Southwest Mayors Meeting will be at Acorns, May 23, 2019 at 6 p.m. All of the aldermen were invited. d.-1) Waterloo aldermen will meet to discuss the selling of recreational cannabis. d.-3) A bill regarding painting fire hydrants by union contractors is pending in the State. d.-4) A 25 cent gas tax increase in the State of Il is progressing.

Comments. Alderman Notheisen-change to: Alderman Notheisen informed the Council there will be a Monarch Butterfly Presentation 05/14/19 @ 6:30 p.m. at the Morrison Talbot Library. Change to: June 23, 2019 will be the judging for the Yards of Distinction.

Motion to approve the corrected minutes made by Alderman Darter and seconded by Alderman Heller. Motion passed with majority voice vote.

**Subdivision & Zoning Administrator – Jim Nagel**

- a. The 'Country Club Hills Preliminary Plat' will be submitted to the Planning Commission.
- b. Natalie Estates has gone to the Commission with revised preliminary plat. Discussion.
- c. A North Winds development is being considered.
- d. Plans for Quail Ridge not yet submitted.
- e. To date no plans submitted for the proposed car wash.
- f. Former McDonald's property will be a 6-unit strip mall, awaiting drawings.
- g. Nathan Krebel has signed off on the building permit for See More Inn.
- h. First Community Credit Union is buying the PNC building.
- i. Recreational cannabis has passed in the Illinois legislature.

**Human Resource Coordinator – Jessica Rucks**

- a. The FOP union dues will be \$48 per month.
- b. The new IRS W-4 form was displayed for 2020.
- c. Lindsey Reichert has been hired in the Public Works department for the summer.

- d. Refining the recruiting hiring process will be reviewed with Mayor Smith, Tim Birk and Shawn Kennedy.
- e. Cannabis regulations were discussed.

**Community Relations Coordinator - Sarah Duetch**

- a. Porta Westfalica parade Tuesday 06/18/19; everyone marching is to wear City t-shirts. There will be a Pumpkin Train for the kids.
- b. July 2, 2019 @ the Municipal Band Concert city officials will pass out ice cream.
- c. City employees helped install the canopy at Zimmer Park Friday.
- d. Plans for maintenance of the 8 city planters downtown were discussed. Sarah will look into participants, maintenance and costs.
- e. Ribbon Cutting for the WalMart On Line Pick Up department will be Tuesday, 06/11/19.

**Collector/Finance Officer – Shawn Kennedy**

- a. Electronic Payment and Billing Services Thru Payment Services Network was explained. Discussion. Shawn will work with the Finance Committee as all of the aldermen agreed more information is needed.
- b. Insurance renewal is due with IMLRMA. Discussion. Shawn will meet with the Insurance Committee for further discussion.

**Chief of Police – Mike Douglas**

- a. The next graduate from the Police Academy will be this Friday.

**Director of Public Works – Tim Birk**

- a. The ‘Utility Coordination Meeting Projects’ from Monroe County Highway Department Improvement Program are noted on p. 3 of the distributed notes. Discussion.
- b. Tuesday, 06/11/19 will be the annual tests for URGE for the three Caterpillar diesel engines and the testing for air quality will also be done.
- c. Monday, 06/17/19 @ 6 p.m. the annual Gas Emergency Meeting will be held at City Hall on the 2<sup>nd</sup> floor.
- d. To date 27 NEST have been sold.
- e. The veterans group from Reavis Barracks will be kayaking on City Lakes.
- f. 2336 gas meters have been installed to date.
- g. Tuesday, 06/11/19 the Gas Utility Alliance meeting will be held.
- h. ‘Utility Coordination Meeting Projects’ are noted on p. 3 of the ‘Monroe County Highway Dept Improvement Program.’ Discussion.
- i. Photo of the ‘North Waterloo Trail Connector’ was distributed and discussed.

**Building Inspector/Code Administrator – Nathan Krebel absent – Report by Mayor Smith.**

- a. Mike Thomas is aware that he cannot occupy or use his office space as an event center “Main Street Overlook’ until further inspections.
- b. RP Lumber will be looking for a recommendation from the Planning Committee for further approval for their project.
- c. Citizen complaint regarding graffiti in the bike tunnel under Route 3. Maintenance is City’s responsibility. Suggested surveillance signs be put up. WPD was notified.

- d. Building permit issued for See More Inn. Permit issued for Old McDonald's addition which will be a 5-unit office/retail strip mall.
- e. Permit issued for demolition of house at 208 Magnolia and utilities are disconnected.
- f. 'Building Inspector/Code Administrator Monthly Report' was distributed.

**City Attorney – Dan Hayes**

- a. The new Illinois Cannabis Laws due to go into effect January 1, 2020 were discussed.
- b. 'Real Estate Purchase Agreement. Sellers: Bluffside Dairy Farm, Inc. Purchaser: City of Waterloo, IL.' was distributed. Discussion.

**Mayor's Report** – No Report.

**Committee Reports and Minutes Approval**

- a. 05-20-19 Planning Cmte Mtg Mins. Motion Notheisen, 2<sup>nd</sup> Thomas. Passed.

**Comments**

**Alderman Notheisen** informed the Council there will be a Monarch Butterfly Presentation 05/14/19 @ City Hall.

**Alderman Thomas** stated Insurance Committee Mtg 06/19/19.

**Alderman Buettner** 'good news'; city meters spotted a problem at residence. Corrected by City.

**Alderman Hopkins** said the Main Street Tavern façade 'looks very nice.' Complaints from citizens regarding easements and they need to know easements are their responsibility.

**Adjournment** – Motion passed with majority voice vote. Mayor Smith adjourned the meeting at 8:25 p.m.

**Barbara Pace, City Clerk**