

WATERLOO UTILITY MEETING

Monday, June 12, 2017

6:00 p.m.

Mayor – Tom Smith
City Clerk – Barbara Pace
City Attorney – Dan Hayes
Alderman Ward I Steve Notheisen & Russ Thomas
Aldermen Ward II Jim Hopkins & Jim Trantham
Alderman Ward III Stan Darter & Kyle Buettner
Aldermen Ward IV Clyde Heller & Russ Row
Shawn Kennedy-Collector/Finance Officer, Sarah Deutch-Community Relations Coordinator, Jim Nagel-Subdivision & Zoning Admin, Tim Birk-Director of Public Works, Nathan Krebel-Building Inspector, Mike Douglas-Chief of Police

Petitions by Citizens on Non-Agenda Items. None

City Clerk – Barbara Pace presented Utility Meeting Minutes dated Monday, May 08, 2017: Motion to approve minutes made by Alderman Thomas and seconded by Alderman Row. Corrections:

Subdivision & Zoning Adm. Jim Nagel report – ‘Derrick Huebner is planning on pouring the concrete to the 2nd half of Remington Ridge Phase 1B hopefully in August.’ ‘The utility plat meeting with Bootsie’s is scheduled for Tuesday morning.’

Building Insp/Code Adm. Nathan Krebel report – ‘On an unscheduled visit to J & D Small Engine Repair, it appears the oil is properly being disposed of.’ ‘House on West Third Street told to remove junk off the property.’ ‘Final inspections at Oak Hill began today.’

Collector/Finance Officer Shawn Kennedy report – ‘Interviews will be attended by Shawn, Alderman Row and Mayor Smith.’ ‘A review has been done from October 1st to the present by Eric File (CBiz). Shawn will meet with him and request an extension with Blue Cross / Blue Shield.’

Community Relations Coordinator Sarah Deutch report – ‘Mayor Smith and Alderman Notheisen were at the Mayfest.’

Motion to approve corrected minutes passed with unanimous voice vote.

Subdivision & Zoning Administrator – Jim Nagel stated that Kevin Henke has begun earth-moving work at Country Club Hills. This will be the first subdivision using GPS for equipment / infrastructure going underground.

Chris Wilson has reviewed and approved the Improvement Plans for Remlok Phase 3. Discussion. Dennis Brand has begun tree trimming and soil removal.

At Remlok Professional Park, Alan Brand has made a request to build a single-family house on Lot #2. Discussion.

Jim has all the references worked out on the International Building Code and is ready to write the ordinance. He will meet with Dan Hayes tomorrow.

Mark Vogt’s lots in Westview Acres are being discussed and Mayor Smith has decided they will go back to the original 4-lot configuration.

Civil Site plans were approved for Bootsie’s Bakery last week. Discussion.

Five convenience stores agreed they would like to have the option of having video poker. Discussion.

Jim distributed documents for the next two items for discussion:

Ordinance #2226 regarding drones or ‘Unmanned Aircraft Systems’ from the City of Wildwood, MO – which Jim Nagel stated was the most comprehensive. Discussion.

Motor Vehicle Code 24-6-7 regarding vehicles parked on village property from the Valmeyer Village Code; and, ordinances from Columbia, Millstadt, Red Bud and Freeburg regarding parking of vehicles on public property were distributed. Discussion. The Ordinance Committee will meet regarding these ordinances.

Alderman Notheisen stated there is a tree at the intersection of Illinois and Moore streets blocking the stop sign. Building Inspector Krebel said he will look into it.

Mayor Smith received a note from Bill Gardner regarding private property zoned as Light Industrial and Residential. Nagel said this is in the Comprehensive Plan and he will look into it.

A resident on Kurken Drive contacted the city regarding green space on Kurken Drive which is neglected and wanted to know who is responsible for the maintenance. Nagel will go to the Courthouse and check to see who is responsible for the space.

Building Inspector/Code Administrator – Nathan Krebel distributed the Building Inspector / Code Administrator Monthly Report with year-to-date New Construction Inspections, New Construction Re-Inspections, Rental Inspections, Rental Re-Inspections, Dumpster/POD Permits Issued, Motor Vehicle Violation Notices, Property Violation Notices and Tickets Issued.

Commercial construction:

Evergreen Point is completely done and waiting for state inspection.

Wal-Mart is complete.

Tequilas is done dry walling, floors are being prepped, and the ADA sidewalk access is being improved. Discussion.

Imos is caught up on installing of dry wall.

Hopskeller has a lot done and the pizza oven is in.

The Lutheran Church is framing walls now.

A citation has been issued to a contractor for moving a resident into property without having an occupancy permit. Discussion.

Krebel presented overhead views of a residence on Third Street from last month and stated the property is now cleaned up.

Viewed rental inspection with a clogged dryer which is a fire hazard.

Incomplete roof construction from previous photo shown to a photo of improvement to a free-standing pergola.

Rental inspection on Victor Street: GFI's not working and basement has several sump pumps draining into the city sewer system. Krebel will not issue an occupancy permit until repairs are done.

The Beautification Program is being mailed to Dr. Tannous who wants to upgrade his building at the corner of Main & First Streets.

Director of Public Works – Tim Birk presented overhead views of the Fiber Optic Building and explained its function and benefits. He also displayed the fiber optics wiring used. Discussion.

The Oak Street project is about 40% complete. Discussion.

The Salt Shed was presented on the overhead. The concrete footing and walls are up; the roof work done in-house will be completed in 7-10 days; and, then the flooring will be done. Discussion.

The electrical outage on Friday at 11:30 p.m. was due to the capacitor bank going out at the substation. Discussion.

The Vandebrook Pole Project is from South Library to Route 3 to Stonefield subdivision. Discussion.

Last Thursday, Tim and representatives of IMEA went to Cairo, IL. They met with the mayor and treasurer who stated that Cairo will be bankrupt by the end of the year. Tim explained how this will affect the Illinois Municipal Electric Agency wherein other cities will have to pick up the expense. Discussion.

Tim will attend the Gas Utility Alliance meeting in Effingham where the insurance rates will be set. Discussion.

Time is reviewing the sidewalk grant for Rogers / Country Club / Route 3 / HH Road and Market Streets. The deadline is June 19th.

Collector/Finance Officer – Shawn Kennedy distributed copies of the "Agreement Between the City of Waterloo, Illinois and the Board of Trustees of the Morrison-Talbott Library" wherein the Col. Morrison building will be rented for working space for people working on the Special Census. Discussion. After Shawn explained the agreement and answered questions, a motion was made by Alderman Notheisen and seconded by Alderman Darter to accept the "Agreement Between the City of Waterloo, Illinois and the Board of Trustees of the Morrison-Talbott Library". The motion passed unanimously with Alderman Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.

The liquor license ordinance regarding \$10/day for special event / not-for-profit organizations and for-profit organizations was discussed. The Ordinance Committee will meet to decide on the ordinance.

The city has hired a replacement for the receptionist position in the business office. Laura Bourgeois will start on June 26, 2017.

Personnel will write up job descriptions for Human Resources.

The city has received a bill from the State of Illinois for \$466,000.00 for Moore Street which is a budget line item.

IML Review Magazine has good articles for newly elected officials.

Tim Birk presented a proposal for the city to mow the grass in front of the Lou Del subdivision. Discussion. All of the aldermen agreed to the proposal.

Community Relations Coordinator – Sarah Deutch passed around the SCOTT magazine wherein the city has two ads.

The Light Bulb Program will go out in the June newsletter. Summer hires are putting labels on the light bulb cartons.

The Porta Westfalica Parade on Tuesday, June 13th will begin at 5:30 p.m.

All of the local hotels are full for the Solarbration on August 21st, 1:00 p.m. at the Fairgrounds. A free-lance journalist from Destination Magazine contacted Sarah and will do an article about Waterloo. Food Trucks are being considered.

Space is available for the Grizzly Game tomorrow night to promote the Solarbration.

Twenty-three vendors and five sponsors have booked for PumpkinFest.

Chief of Police – Mike Douglas reported on the police consortium last week. There was testing for 61 interested people and 23 were chosen for interviews. Chief Douglas explained the scoring and further processing.

Presently, the WPD has ten people working shifts during vacation time.

City Attorney – Dan Hayes stated HMG was hired and is proceeding to do the alternative water study to build our own water plant. Dan has talked with an attorney and a rate consultant to help us in our negotiations. He got the consultant from the transcript of the hearing in O’Fallon which has a rate similar to Waterloo. Their alternate water supply was going to be St. Louis and he got Illinois-American to reduce their rate by \$2 for 1,000 gallons. The consultant said he would charge us \$15,000.00 and the attorney’s charge is \$220.00 per hour. Dan stated they are experienced and familiar in water plant operations. All of the alderman agreed to this.

Mayor’s Report – Mayor Smith reported on the meeting with AMI (Automated Meter Intercept) he attended with Fletcher-Reinhardt, Alderman Darter, Tim, Bonnie, Chuck, Chris and Shawn. They will meet again to discuss the system. Discussion.

Committee Reports and Minute Approval

The following Committee Meeting Report was presented and voted on:

- a. 05-30-17 Insurance Committee – Motion to approve minutes made by Alderman Heller and seconded by Alderman Notheisen. Unanimously approved.

Executive Session

Motion made by Alderman Notheisen and seconded by Alderman Darter to approve Executive Session for Discussion of Personnel as per 5 ILCS 120/2(C)(1). Motion passed by unanimous voice vote. Time: 8:40 p.m. Motion to return to regular session made by Alderman Notheisen and seconded by Alderman Heller. Time: 8:50 p.m.

Motion to return to Utility Meeting made by Alderman Notheisen and seconded by Alderman Heller. Motion passed by unanimous voice vote.

Adjournment – Motion to adjourn was made by Alderman Notheisen and seconded by Alderman Darter. Motion passed by unanimous voice vote. Mayor Smith adjourned the meeting at 8:50 p.m.

Barbara Pace, City Clerk