

WATERLOO UTILITY MEETING

Monday, June 14, 2021

6:00 p.m.

Mayor – Tom Smith

City Clerk – Mechelle Childers

Alderman Ward I Steve Notheisen & Matt Buettner

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,

Jeffrey Prosis – Chief of Police, Sarah Deutch – Community Relations

Coordinator, Jessica Rucks – HR Coordinator, Dan Hayes – City Attorney.

Mayor Smith requested an Executive Session for the Discussion of Contract Negotiations be added to the agenda for this evening.

Motion to approve an Executive Session for the Discussion of Contract Negotiations to be added to the agenda was made by Alderman Notheisen and seconded by Alderman Matt Buettner. All aldermen agreed by unanimous voice vote.

Petitions by Citizens on Non-Agenda Items. None.

City Clerk – Mechelle Childers

Motion to approve Utility Minutes dated 05-10-21 made by Alderman Kyle Buettner and seconded by Alderman Darter. Motion passed unanimously to approve the Utility Minutes dated 05-10-21 with Alderman Kyle Buettner, Row, Heller, Notheisen, Matt Buettner, Hopkins, Trantham and Darter voting ‘yea’.

Subdivision & Zoning Administrator – Nathan Krebel – as reported by Sarah Deutch

- a. Monthly Report – the May monthly report was distributed.
- b. Quail Ridge Development – a short video was shown on the street pours and the device Nate designed to measure street depth. Water Main work is complete and passed the pressure test.
- c. Legacy Phase I – finishing up the sanitary sewer and working on detention areas.
- d. Water Tower – the request for a Special Use Permit will be on the June agenda for both the Planning Commission and the Board of Appeals.
- e. Committee Meetings – Committee Meetings need to be scheduled for the week of June 28, 2021 for the Planning Committee, the Beautification Committee and the Ordinance Committee.

Human Resource Coordinator – Jessica Rucks

- a. Open Meeting Act Training – the Illinois Attorney General site is still currently unavailable for training, however, the IML has offered the Open Meeting Act training on their site.
- b. Mental Health Awareness Month – May was Mental Health Awareness Month and notification was sent to all employees regarding EPA (Employee Assistance Program) availability through Gateway Regional. Mr. Bob Turk, Director of Gateway Regional, has offered to talk to our staff regarding the services that they offer.
- c. Building Inspector Position – interviews have been completed and an individual has been selected to fill the position.

Community Relations Coordinator – Sarah Deutch

- a. Municipal Band Concert – The City of Waterloo will be sponsoring the ice cream fundraiser for the Municipal Band Concert on June 15th.
- b. Illinois Caverns – Reopening scheduled for June 15th at 1PM. The media has been notified.
- c. Mini German Festival – Stubborn German Brewing Company is having a Mini German Festival on June 15, 2021.
- d. Mural Contest – 16 entries have been received. Meeting with the Beautification Committee to review the entries and start the selection process.
- e. Pumpkin Fest – vendor forms were sent out and 38 vendors have already signed up. Sponsor forms were also mailed out.
- f. Traveling Vintage Trailer – licensed street vendor would like to do business in Waterloo. There is an ordinance on truck vendors and reviewing the ordinance code was recommended.
- g. Skate Park – The Waterloo Optimist Club will be holding an event to help promote the Skate Park. More information will be forthcoming.
- h. Enterprise Zone – A reminder to inform businesses that are planning to remodel to apply for tax exemptions utilizing the Enterprise Zone program.

Collector/Finance Officer – Shawn Kennedy

- a. Ransomware – talked to REGIS regarding the potential of hackers and/or ransomware situations with the City’s computer systems. Training is available from REGIS every quarter. Sessions last approximately 60 minutes. IMLRMA also has training available via a third-party vendor. The training is free but is webinar only. All aldermen agreed to have REGIS perform the training sessions.
- b. IMLRMA Insurance Renewal – liability and workmen’s comp insurance renewal is due. The rates remain the same, however since the cost is based on property values, the fees could be higher. All aldermen agreed to renew the City’s liability and workmen’s compensation insurance with IMLRMA.
- c. Electrical Reinstatement Service Rates – Current ordinance has an electrical reconnect service rate of \$35.00 during business hours and \$125.00 after business hours. With remote connection possible using the AMI infrastructure, the \$125.00 service fee appears to be costlier than it should be. After a short discussion, all aldermen agreed to reduce the after-hour rate, for an electrical reconnect, to \$50.00.

Director of Public Works – Tim Birk.

- a. Scheduled Bid Openings
 - 2021 Sewer Lining Project – opening bids on June 24
 - North Market Sidewalk Project – bid opening June 30
- b. HH/Illinois Route 3 Intersection – Monroe County received a grant for signals, crosswalks, etc to upgrade the HH/Illinois Route 3/Country Club Lane intersection. The City of Waterloo is sharing in this project, and the grant will reduce the City’s overall cost. Construction will begin next year.
- c. Moore Street Phase V and VI – bids were open on June 11, 2021 and DMS Contracting was the low bidder and awarded the contract. DMS is also the contractor on the Quail Ridge project. The

City will receive funds from the Federal Government and Build Illinois to help pay for the Moore Street project. Moore Street will be closed for relocating at least 1,000 feet of high-pressure gas line and 800 feet of a low-pressure gas line.

- d. HH Road Work west of Moore Street – this road work is being performed by Monroe County. The road is not within the City limits and is scheduled to be closed for approximately 45 days.
- e. Morrison Avenue Project – acquired 11 of the 15 easements needed for this project. Two easements need to go through IDOT acquisition.
- f. Water Tower – request for a Special Use Permit to locate the tower on the property owned by the Waterloo VFW will be heard by the Planning Commission on June 21, 2021, and the Zoning Board of Appeal on June 24, 2021.
- g. Bulldog Blvd to Stonefield Waterline – pipeline work scheduled to begin within the week.
- h. Shared Use Path – Baxmeyer Construction should begin this work the week of June 21, 2021.
- i. Oil and Chip – the first day for this project will be June 21, 2021.
- j. Electric Committee Meeting – request to have a meeting scheduled to discuss electric car chargers.
- k. Backflow Survey – Cross Connection Surveys will be mailed out to all residents.
- l. Power Plant – generated power last Thursday on #12 turbine from 2PM to 6PM. Governor has an energy bill to close all coal power plants by 2035, and natural gas power plants by 2045.
- m. URGE Test – turbines were tested and passed successfully.
- n. Country Club Lane – repair work is still being discussed. The Road District is trying to get assistance with State safety money.
- o. Power Plant – there is an open position for a new summer worker.

Chief of Police – Jeff Prosis

- a. Body Cams – Information and quotes were emailed for AXON and WatchGuard body cameras. The AXON cameras were on display for viewing. Various camera mounts are available, and a grant will be submitted for the in-car cameras. The cost between the two companies is comparable, however, AXON allows for “force of action” where if a Taser is used, or a firearm is drawn from the holster, the cameras automatically start to record. AXON cameras are exchanged for newer versions every 2.5 years. Faces can be blurred if needed.
- b. Disturbances – A couple of disturbances were reported without incident.
- c. Fireworks – St. Peter and Paul Catholic Church would like have to have a fireworks display in August. More information is needed and insurance will be required.

City Attorney – Dan Hayes
No Report.

Mayor’s Report – No Report

Committee Reports and Minutes Approval

- a. 05-17-21 Safety & Health Cmte Mtg Minutes. Notheisen -1st, Row-2nd. Passed.
- b. 05-17-21 Economic Development Cmte Mtg Minutes. Darter-1st, Row -2nd. Passed.
- c. 05-18-21 Waterloo Beautification Cmte Mtg Minutes. Darter -1st, Notheisen -2nd. Passed.
- d. 05-24-21 Planning Cmte Mtg Minutes – Minutes not received.

Comments

Alderman Trantham attended the Waterloo Park District meeting last week and distributed pictures representing Phase 1 and Phase 2 of the proposed water park/splash pad. Phase 1 is what the Park District is planning on building, and Phase 2 would be added based on donations received. Girl Scout Troop 576 is collecting plastic caps for a Gaga Ball pit and a bench for Zimmer Park.

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

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

Entered into Executive Session at 8:04 p.m.

Adjourned Executive Session at 8:35 p.m.

Motion to Resume Session made by Alderman Heller and seconded by Alderman Kyle Buettner. Motion passed with unanimous voice vote. Mayor Smith resumed the regular Utility Meeting at 8:35 p.m.

Adjournment – Motion to adjourn made by Alderman Kyle Buettner and seconded by Alderman Heller. Motion passed by unanimous voice vote. Mayor Smith adjourned the meeting at 8:35 p.m.

Mechelle Childers,
City Clerk