

**WATERLOO UTILITY MEETING**  
**Monday, August 09, 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, Nathan  
Krebel – Subdivision and Zoning Administrator, Dan Hayes – City Attorney.

**Petitions by Citizens on Non-Agenda Items.**

Mr. Steve Hoffmann and Mr. Andre Phillips, employees for the City of Waterloo, expressed concern regarding the workforce in the Electric Department. The concern is employees are getting close to retirement, there are no new hires, and with a new hire, it will take four years to become a journeyman. Mr. Hoffmann and Mr. Phillips were invited to the next Electrical Committee Meeting for further discussion.

**City Clerk – Mechelle Childers**

Motion to approve Utility Minutes dated July 12, 2021 made by Alderman Kyle Buettner and seconded by Alderman Heller.

**Items for Correction:**

- **Director of Public Works – Tim Birk; Item b** change *Indiana Bats* to *South Market Street Sidewalk* and under **Item c** change *Bulldog Blvd. sidewalk* to *South Market Street Project.*
- **Subdivision & Zoning Administrator – Nathan Krebel; Item d** change *DMI* to *DMS*

Motion passed unanimously to approve the Utility Minutes dated July 12, 2021 as amended with Aldermen Kyle Buettner, Row, Heller, Notheisen, Matt Buettner, Hopkins, Trantham and Darter voting “yea”.

**Subdivision & Zoning Administrator – Nathan Krebel**

- a. Monthly Report – the July monthly report was distributed.
- b. Excavation Permits – there have been several instances with the lack of excavation permits this past month. Boring contractors are blind boring and are not pulling the required permits.
- c. Legacy 1<sup>st</sup> Addition Development – Baxmeyer has been hired for a 12-inch line modified subgrade remediation. Final plat paperwork has been received.
- d. Schnucks – a permit has been issued for an Instacart in the old US Bank location.
- e. Vintage Wine Bar – the final inspection for their event center will occur this week
- f. Drive-thru Coffee Shop – a drive-thru coffee shop (Scooters Coffee) is planned for the corner of Plaza Drive and Illinois Route 3.

- g. Planning Commission – the Planning Commission meeting is this evening. Agenda items include two special sign permits, a special use permit for a Multi-Family Residence to be located above a business, and a zoning map amendment in West View Acres.
- h. Monroe County Bank – the underground detention system still needs to be installed.
- i. Ms. Middy’s – appears two businesses operating out of one location which violates the lease. The City of Waterloo will let the owners of the building handle this situation.
- j. DESCO Properties Private Drive - There are elevation issues on the road being installed south of the ClearCar Express Car Wash and plans will need to be revised.
- k. Sidewalks on North Market – work in progress.
- l. Kolmer Cemetary Retaining Wall / Sidewalk – have a price to repair but no action has been taken.

**Community Relations Coordinator – Sarah Deutch**

- a. Waterloo Homecoming Parade – a city truck will be displaying the Pumpkinfest banners and a gator will be pulling the pumpkin train in the parade. The parade is August 28, 2021 and will begin at 5 PM. Candy has been purchased.
- b. The Waterloo Chamber of Commerce has proposed a “*City of Waterloo Benefactor Sponsorship*”. The cost of the sponsorship is \$3,000 and includes membership for several City officials, the City logo displayed on banners, social media call-outs, etc.. All aldermen agreed to the sponsorship. We will check to see if the City would be listed in the 2022 Chamber of Commerce Calendar.
- c. Explore Waterloo – Santa will have a new cottage this year.
- d. Lifetime Tables – Lifetime canceled the table order citing they were out-of-stock. Home Depot does have some Lifetime tables in stock, however, only about 25 tables are available between the local Home Depot stores. All aldermen agreed to purchase the tables locally.

**Collector/Finance Officer – Shawn Kennedy**

- a. IMLRMA Insurance Renewal – liability and workmen’s comp insurance renewal is due. The aldermen requested an invitation for bids for City’s liability and workmen’s compensation insurance. A letter will be sent to IMLRMA apprising them that the City will be seeking quotes from other companies.
- b. American Rescue Plan – The State of Illinois has its monies, and the City has applied for their portion of the money. A preliminary dollar amount has been given and disbursement will be in two installments. Quarterly reporting will be required for the tracking and expenditures for funds. Guidelines have been provided for what qualifies as an eligible expense. Suggestions were given to apply the money to the new water tower.
- c. Monroe County Surgical Center – the Monroe County Surgical Center is permanently closed and no longer in business.
- d. REJIS - the technician assigned to the City has taken another position and a new technician will be assigned.
- e. Symmetry Energy – the agreement is still in draft form.

**Director of Public Works – Tim Birk.**

- a. Ammonia-Free Chlorine – receiving ammonia-free chlorine from Illinois American so residents may experience a different smell in their water. In addition, we are flushing out the hydrants so

residents may also experience brown water, egg smell and/or air in the lines. Residents have been notified via the City Website, the City Facebook page and in the Republic Times.

- b. IMEA Energy Efficiency Program –approximately \$218,000 has been paid out with this program.
- c. Single Axle Dump Truck – the single axle dump truck has been received by the dealer and the final body work is being done.
- d. Mascoutah, Illinois Assistance – we received a thank you letter from the City of Mascoutah for the line crew that was sent to assist with their storm cleanup.
- e. Sealing Project – sealing took place in East Ridge by Moore Asphalt.
- f. North Market Street Sidewalk – is moving forward.
- g. South Market Street Sidewalk – approximately 95% completed.
- h. Moore Street – pre-construction meeting has been scheduled for August 11, 2021. High-pressure and low-pressure gas lines have all been relocated. All the sewers in that area were cameraed and a broken 10-inch sewer main was uncovered. The line is 15 feet deep. Baxmeyer will need to assist in trenching so repairs can be performed.
- i. Monroe-Columbia Drainage Project – a project has been developed to install inlets to assist with the water flow. Nearby residents and Gibault have been notified.
- j. Morrison Avenue Project – acquired 13 of the 15 temporary easements needed for this project. Two easements need to go through IDOT acquisition. This project might need to be pushed back until March of 2022.
- k. Waterline to Vandebrook – the project has been completed and all the tests have passed. Finish grading work still needs to be done, however, they need to wait until the hole where the boring took place to stabilize before the area can be graded.
- l. Electric Car Charging Station – still gathering more information.
- m. Painting Paws – will be painting paws on Wednesday, August 18, 2021.
- n. Backhoe from Fabick – the new backhoe has been received.

**Chief of Police – Jeff Prorise**

- a. Canine Officer – Officer Steve Moravec will be our new canine officer. He will start the 6-week training course on August 16, 2021.
- b. New Cars –still waiting on the new cars that were ordered from Sunset Ford.
- c. City Events – there were two events over the weekend: Truth Church Back-To-School Bash and Randy’s Double R Bar 30th Anniversary Block Party. There were no issues with either event.
- d. Crossing Guard – the City has an opening for a Crossing Guard. An ad was posted for the position, but no one responded. All aldermen agreed to raise the rate of pay to \$15.00 per hour in the hopes of gaining some interest in this position.
- e. COVID – since family leave is no longer available, a short discussion was held on what an employee should do if their children test positive for COVID.

**City Attorney – Dan Hayes**

No Report.

**Mayor’s Report**

No Report.

**Human Resource Coordinator – Jessica Rucks**

No Report - Absent.

**Committee Reports and Minutes Approval**

- a. 08-02-21 JOINT Personnel Relations & Insurance Committee Meeting Minutes. Darter -1<sup>st</sup>, Hopkins-2<sup>nd</sup>. Passed.

**Approval of Travel Expenses:**

- a. Mayor and Alderman Row – IMEA – August 25, 2021  
Motion to approve the Mayor and Alderman Row travel expenses to the IMEA Convention was made by Alderman Hopkins and seconded by Alderman Kyle Buettner. Motion passed by unanimous voice vote.
- b. Alderman Trantham – IML – September 23-25, 2021  
Motion to approve Alderman Trantham’s travel expense to the IML Conference was made by Alderman Hopkins and seconded by Alderman Notheisen. Motion passed by unanimous voice vote.

**Comments**

**Alderman Trantham** stated he was looking forward to seeing Mr. Hoffmann and Mr. Phillips at the next Electrical Committee Meeting to further discuss their concerns.

**Executive Session for the Discussion of Contract Negotiations and Pending Litigation as allowed per 5 ILCS 120/2(c)(2)&(11).**

Motion to move into Executive Session made by Alderman Heller and seconded by Alderman Notheisen. Motion passed with unanimous voice vote.

Entered into Executive Session at 8:00 p.m.

Recessed Executive Session at 8:59 p.m.

Motion to Resume Session made by Alderman Notheisen and seconded by Alderman Matt Buettner. Motion passed with unanimous voice vote. Mayor Smith resumed the regular Utility Meeting at 9:06 p.m.

**Adjournment** – Motion to adjourn made by Alderman Kyle Buettner and seconded by Alderman Matt Buettner. Motion passed by unanimous voice vote. Mayor Smith adjourned the meeting at 9:06 p.m.

**Mechelle Childers, City Clerk**