

**WATERLOO UTILITY MEETING
MONDAY, SEPTEMBER 12, 2022
6:00 p.m.**

Mayor – Tom Smith
Alderman Ward I Steve Notheisen & Matt Buettner
Aldermen Ward II Jim Trantham & Jim Hopkins
Aldermen Ward III Stan Darter & Kyle Buettner
Aldermen Ward IV Clyde Heller & Russ Row
Shawn Kennedy – Collector / Finance, Tim Birk – Director of Public Works, Nathan Krebel – Subdivision / Zoning Administrator, Brad Yearian – Building Inspector / Code Administrator, Jeffrey Prosis – Chief of Police, Sarah Deutch – Community Relations Coordinator, Jessica Rucks – HR Coordinator, Natalie Steppig – City Attorney.

Petitions by Citizens on Non-Agenda Items.

Ms. Amy Grandcolas, President of Waterloo Citizens for a Pool (WCP), presented a slide show regarding the community need and marketing information for a pool in Waterloo. The presentation also included: background info on the old pool, the formation of the WCP, a design for the proposed pool, funding/sponsorship options, bond estimates, deferred maintenance and potential operational deficits. Ms. Grandcolas finished her presentation by suggesting a possible intergovernmental (fund share) with the Park Board, WCP and the City of Waterloo. Her hopes are the City would allocate \$100,000 in the annual budget to make this pool a project for the community.

City Clerk – Mechelle Childers

Motion to approve Utility Minutes dated August 08, 2022 made by Alderman Heller and seconded by Alderman Hopkins. Motion passed unanimously to approve the Utility Minutes dated August 08, 2022 with Alderman Heller, Notheisen, Matt Buettner, Hopkins, Trantham, Darter, Kyle Buettner and Row voting ‘yea’.

Director of Public Works – Tim Birk

a. Project Updates:

- HH/Illinois Route 3 Pedestrian Crossing – Due to a shortage of electrical materials the project will be delayed until the end of October or the first part of November.
- Moore Street – Concrete has been poured in sections. The contractor is having an issue getting the required metal inlet grates to complete the installation of the storm sewer.
- Market Street Handicap Sidewalks – This project has been delayed until next spring.
- Rogers Street Extension – The archeological report is expected by the end of September 2022.
- Veterans Drive – Still need to pour some concrete around the curb of Monroe Street. Sodding and grading should start this week.
- Morrison Avenue – This project is completed.
- Wood Pole Inspection – Currently we have 60 poles that need to be replaced. 33 have already been swapped out.

b. Truck Replacement – Due to the increase in metal prices, the two trucks that were ordered for the Street Department last year will increase by \$2,500 each.

- c. Illinois American Water – Illinois American Water will be returning to regular chlorinated water on September 15, 2022.
- d. Lead Service Lines Update – Survey letters were sent out to customers whose homes were built before 1985 and which could have lead service lines. 1,440 of the 1,600 surveys sent have been returned. We currently know of 260 water lines that will need to be replaced.
- e. Chip and Seal – All chip and seal projects have been completed.

Subdivision & Zoning Administrator – Nathan Krebel

- a. Monthly Report – The August monthly zoning report was distributed.
- b. Monthly Building Permits – The August monthly permit report was provided.
- c. Subdivision/Development:
 - Creekside Estates Detention Areas – The developer has cleaned up both detention basins and restored them as originally built.
 - Dannehold Farms Detention Area – This subdivision has an unkempt detention basin that needs to be addressed. The end of the discharge pipe is missing, erosion is occurring and the area contains standing water. The biggest issue is that access to the detention area is extremely limited with only a seven-foot wide access.
 - Remlok Phase 4 – The streets are being poured and concrete tests are good. In addition, the sewer mandrel testing has been completed. Before the final plat can be approved, the surveyor needs to install the property pins and water samples still need to be tested.
 - Remlok Phase 5 Creek Crossing – Constructing a bridge to access the 7 acres continues to be a challenge.
- d. Planning Commission – meeting tonight (September 12, 2022) to review a Special Use Permit from Quality Collision (Chris Kalbfleisch) for the addition of two-storage buildings on the property.
- e. Zoning Board of Appeals – Meeting scheduled for September 19, 2022 to discuss the same Special Use Permit for Quality Collision as mentioned above, and for an Area & Bulk Variance for a deck addition at 449 Mockingbird Lane.

City Building Inspector –Brad Yearian

- a. Monthly Report – The August monthly report was distributed.
- b. Casa Romero Mexican Restaurant – Casa Romero has a wooden fence that is in poor condition. Boards are missing and the fence is falling apart. A complaint was also received regarding trash blowing out of the dumpster. Mr. Romero already has a contract with Trost Plastics for the installation of a new white vinyl fence and a new dumpster enclosure. Another complaint regarded washing some of his cooking equipment outside. Mr. Romero was informed that cleaning of any equipment needed to be done within the building. Lastly, a neighbor, who is handicapped, is requesting a designated handicap parking at their residence on Morrison Avenue as Casa Romero customers are parking in front of the home.
- c. Rental Home on Main Street – This home was abandoned. Left behind was trash, a truck, and an unkept yard. The owner of the property has cleaned up the mess that was left behind.
- d. Alley behind Moore Street – Received complaints of an overgrown property which has since been cleaned up.
- e. Wal-Mart – First inspection of the Wal-Mart renovations has been completed.
- f. Scooters – Scooters is now open. The business only has a few outside items that need to be addressed.

- g. FOX 2 News Tim Ezell Vegetable Garden – Fox 2 News Tim Ezell reported on a story regarding vegetable gardens in residential front yards. It was suggested the City might address vegetable gardens in front yards before it becomes an issue.

Human Resource Coordinator – Jessica Rucks

- a. Monroe Randolph Transit District Strategic Planning Workshop – Attended the MRTDSP Workshop on August 08, 2022. A facilitator was hired to assist with the development of future goals and expanding ridership. The workshop was very productive.
- b. Flu Shot Clinic – The flu shot clinic will be held on September 28, 2022.
- c. CBIZ – The insurance census was sent to CBIZ for the City’s 2023 renewal for medical, dental and life insurance.

Community Relations Coordinator – Sarah Deutch

- a. Kaskaskia Cahokia Trail Road Rally – The KCT Road Rally took place on September 10, 2022. Approximately 34 vehicles participated and the rally stopped at 12 historic sites.
- b. Kaskaskia-Cahokia Trail Coalition (KCT) – On October 02, 2022, the Mayor will be unveiling a new interpretive sign at St. Patrick Church in Tipton.
- c. Pumpkinfest –A volunteer signup sheet was passed around. We are also looking for a group to volunteer for trash duty. Currently we have 133 booths for this event.
- d. 3D Lettering – The 3D Lettering signs should be delivered the week of October 03, 2022. Monroe County has authorized the city to install the 3D Lettering “Love the Loo” in the green space next to the Regional Office of Education. Looking into lighting options for the sign.
- e. Mural Contest – All murals have been completed.
- f. Chalk-A-Lot - Chalk-A-Lot was well-attended, and the Monroe County Arts Alliance is planning on hosting this event again.

Collector/Finance Officer – Shawn Kennedy

- a. AT&T Phones – All phones have been updated to the iPhone 12 with the exception of Nate’s which should be completed on September 13, 2022.
- b. Invoice Cloud – The Invoice Cloud Biller Agreement contract was sent to the City Attorneys. Attorney Gilbreth has some questions/concerns regarding the warranty and indemnification portion of the agreement and will contact Invoice Cloud for further discussion.
- c. Business Attraction and Expansion Committee of the Monroe County Economic Development Corporation. – Attended a meeting with this committee to discuss the strategic plan for this group. Specific discussion centered on the Illinois Route 3 corridor between Columbia and Waterloo and how the local governmental entities foresee the development of this area. The Enterprise Zone was also discussed with the possibility of offering property tax abatements within the Zone. The aldermen express concern and had numerous questions regarding the suggested tax abatements.
- d. City Officials Salary Ordinance – A draft ordinance has been prepared that will change the elected official’s salaries in 2025.

Chief of Police – Jeff Prosis

- a. Wal-Mart Grant Check – Office Shaun Wiegand applied and received a thousand-dollar grant check from Wal-Mart, which will be applied to the Explorer’s Program.
- b. Wal-Mart Grand Re-Opening – Wal-Mart’s grand re-opening will be November 11, 2022, and we will have a squad car on display.
- c. Lockdown Drills - Lockdown Drills were performed today at the public schools.

- d. New Cars – Still waiting on the new cars that were ordered in January 2022.
- e. Queen of Hearts Drawing – RuAnna Stumpf stated that IDOT will allow the City to block Market Street for the safety of the public during the Queen of Hearts weekly drawing.

City Attorney – Natalie Steppig

Will be attending the Illinois Municipal Annual Conference on September 15-17, 2022.

Mayor's Report

The Mayor requested a motion to block the alley behind Outsiders Tavern from E. Mill to 3rd Street for the Queen of Hearts Drawing on Tuesday night.

Motion made by Alderman Notheisen and seconded by Alderman Row to block the alley behind Outsiders Tavern from E. Mill to 3rd Street during the Queen of Hearts Drawing on Tuesday night.

Motion passed with a unanimous voice vote.

Committee Reports and Minutes Approval

- a. 03-17-22 Police Cmte Mtg. Minutes. Kyle Buettner -1st, Darter-2nd. Passed.
- b. 08-18-22 Waterloo Beautification Cmte Mtg. Minutes. Notheisen-1st, Darter-2nd. Passed.
- c. 08-29-22 Finance Cmte Mtg. Minutes. Darter -1st, Row -2nd. Passed.
- d. 09-06-22 JOINT Electric & Personnel Cmte Mtg. Minutes. Darter -1st, Heller -2nd. Passed.
- e. 09-06-22 Street Cmte Mtg. Minutes. Hopkins -1st, Heller -2nd. Passed.
- f. 09-06-22 Ordinance Cmte Mtg. Minutes. Notheisen-1st, Heller-2nd. Passed.
- g. 09-06-22 Planning Cmte Mtg. Minutes. Minutes were not available.

Comments

Alderman Hopkins thanked Alderman Row for the recommendation of a brick veneer on the front of Scooters.

Adjournment – Motion to adjourn made by Alderman Kyle Buettner and seconded by Alderman Notheisen. Motion passed by unanimous voice vote. Mayor Smith adjourned the meeting at 8:31 p.m

Mechelle Childers – City Clerk