

WATERLOO UTILITY MEETING
Monday, December 13, 2021
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,
Jeffrey Prosis – Chief of Police, Sarah Deutch – Community Relations,
Nathan Krebel – Subdivision and Zoning Administrator, Dan Hayes – City Attorney,
Brad Yearian – City Building Inspector.

Petitions by Citizens on Non-Agenda Items. None.

City Clerk – Mechelle Childers

Motion to approve the Utility Minutes dated November 08, 2021 was made by Alderman Row and seconded by Alderman Heller. Motion passed unanimously to approve the Utility Minutes dated November 08, 2021 with Aldermen Row, Heller, Notheisen, Matt Buettner, Hopkins, Trantham, Darter and Kyle Buettner voting ‘yea’.

Subdivision & Zoning Administrator – Nathan Krebel

- a. Monthly Report – The November monthly zoning report was distributed.
- b. Monthly Building Permits – The November monthly permit report was provided.
- c. Scooters Coffee – The preliminary site plan was reviewed along with the changes that will be requested (removal of the sidewalk, monument sign moved off easement, etc...). There is a concern with the company wanting to use CMU (Cement Masonry Unit) for the trash container. Drainage and hydraulics calculations have been submitted to IDOT, and there are conflicting numbers.
- d. Detention Basin (south of Kolmer and east of Illinois Route 3) – Informed Tom Adams (owner of the property) that the detention basin needs to be cleaned. There is a potential for drainage issues if not addressed.
- e. Dieterich Bank – The bank is planning to replace their pole sign with an 18-foot monument sign. The current sign is located in an easement. It is suggested that if they are replacing the sign, they should move the sign off the easement.
- f. Recovery Residence – The allowable time for the Recovery Residence to file suit against the City has passed.

City Building Inspector – Brad Yearian

- a. Monthly Report – The November monthly report was distributed.
- b. ITS Solar – Met with the owner of ITS Solar to discuss their code violations. The owner is working on cleaning up the property.

- c. Park Street Couch – A Park Street resident had a couch in front of their home and was cited with a code violation.
- d. Bank of Monroe County – Final inspection performed on the Bank of Monroe County.
- e. Food Truck Ordinance – Need to review the food truck ordinance to make sure it is up to date with new vendor trends.

Human Resource Coordinator – Jessica Rucks

- a. Open Positions – ‘Underground Utility’ and ‘Sewer Plant Operator’ interviews will be this week.
- b. Sexual Anti-Harassment Training – All employees have completed the mandatory training.
- c. Health Insurance – Open enrollment for 2022 is complete.
- d. Monroe Randolph Transit District Meeting – The Monroe Randolph Transit District office has moved to a new location.
- e. Job Titles – Alderman Notheisen requested that the correct people be identified for the positions they hold. There are forms, letterheads, etc. that contain names of people who no longer hold those title positions.

Community Relations Coordinator – Sarah Deutch

- a. Part-Time Job Fair – The Part-Time Job Fair was very successful and led to a discussion on hosting a Full-Time Monroe County Job Fair. The City of Columbia is already in the process of hosting a Columbia business job fair on February 16, 2022, and has agreed to expand the event to include all of Monroe County.
- b. Santa Float – The Santa Float starts tomorrow and concludes on December 23, 2021. Driver training was held today. The ‘Golden Ticket’ drawing will be on Christmas Eve at 9AM.
- c. Kaskaskia-Cahokia Trail Coalition Historical Sign – The next sign will be unveiled on Wednesday, December 15, 2021 for the Ziebold Fountain.
- d. Illinois Governor's Conference on Travel & Tourism – Attended the Illinois Governor's Conference on Travel & Tourism last week, and if we find the right location, would be interested in purchasing large 8-foot letters to promote the City.

Collector/Finance Officer – Shawn Kennedy

- a. Audit – The audit report is near completion and is currently in review.
- b. Multi-Factor Authentication (MFA) – A proposal was received from Rejis, and after the initial setup, the monthly charge will be \$231.00 per month. There was a short discussion on how the MFA works and how a user would receive the second logon (factor) for authentication.
- c. “KnowBe4” – “KnowBe4” is a security awareness training and simulated phishing platform that helps manage the ongoing problem of social engineering and phishing. We have received quotes on this program, which has various levels of service available.
- d. Cyber Liability Insurance - Questions and answers on the IMLRMA Cyber Liability Insurance were distributed along with the costs. All aldermen agreed that the City should obtain the million-dollar cyber liability insurance policy.
- e. Business Customer with a Utility Overdue Balance – There is a seasonal business customer who has a past due utility bill. The business has not responded to any inquires and has not paid their utility bill since August. A certified letter will be sent to the business customer, and Mayor Smith stated he would talk to the owners of the building to discuss winterizing the facility or place the utilities in their name.

- f. Dissatisfied Utility Customer – A new utility customer was displeased with the request for her social security number on our utility application. The main reason we required this information is debt collection. The customer did finally supply her social security under protest.

Director of Public Works – Tim Birk.

- a. Moore Street Project – Project has been started and the street has been closed since December 06, 2021.
- b. North Market Street Sidewalk – Part of the sidewalk is holding water and DMS Contracting needs to remove approximately 100 feet of the sidewalk to repair it.
- c. Kilowatt-hours Price Comparison Chart – Received from IMEA a Kilowatt-hours price comparison chart to other IOU's (Investor-Owned Utilities). Our pricing per kWh is basically the same as Ameren.
- d. Zimmer Memorial Park – The concrete was poured and the lights were installed. We should be grading the area tomorrow, and the flags should be installed by the end of the week.
- e. Illinois American Water – Illinois American Water tested their water and found the water to contain polyfluoride substances. IEPA is requiring Illinois American Water to notify their customers. We are also required to put a notice on the utility bills.
- f. New Water Plant – Estimated prices for the finished water line and elevated tank were provided. Contingency monies are included in the prices.
- g. IMEA Meeting – Attended the IMEA meeting last week, and the IMEA is recommending that the City develop a curtailment policy. This policy would ensure procedures are in place to reduce the output of energy in order to balance the supply and demand. There is another meeting in January to work on this policy.
- h. New Energy Bill – With the new Illinois energy bill, we will need to update our net metering policy.
- i. General Fund – Discussion took place on the amount of monies in the general fund, the amount needed in reserve, and the amount needed for projects.

Chief of Police – Jeff Prosis

- a. Washy's Saloon – Washy's Saloon is wanting to have a motorcycle night (no colors would be allowed in the bar).
- b. Personnel – Refilling positions as needed.
- c. Patrol Car – Would like to have three new cars included in next year's budget. Sunset Ford stated orders are five to six months out. It was suggested we order the cars now so they will be received during the budget year.

City Attorney – Dan Hayes

No Report.

Mayor's Report

Mayor Smith stated he would like to give a Schnucks Gift Card to all employees for Christmas. The aldermen agreed. The Mayor also requested the aldermen to pass along any beautification project ideas they may have.

Committee Reports and Minutes Approval

a. 11-15-21 Planning Cmte Meeting Minutes. Row-1st, Matt Buettner-2nd. Passed.

b. 12-06-21 JOINT Waterloo Beautification, Street and Ordinance Cmte Meeting Minutes. Darter-1st, Hopkins-2nd.

Alderman Notheisen commented that joint committee meetings should be held when the topic is relative to two or more committees. The items at this meeting did not affect another committee, and therefore a joint meeting was not necessary.

Motion passed with unanimous voice vote to approve the JOINT meeting minutes.

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 Hopkins. Motion passed with unanimous voice vote.

Entered into Executive Session at 8:37 p.m.

Adjourned Executive Session at 9:03 p.m.

Motion to Resume Session made by Alderman Notheisen and seconded by Alderman Kyle Buettner. Motion passed with unanimous voice vote. Mayor Smith resumed the regular Utility Meeting at 9:00 p.m.

Comments

Alderman Trantham mentioned that he attended the Park Board District Meeting and members of the Waterloo Citizens for a Pool (WCP) were also in attendance. The WCP tried to encourage the Park Board to support a survey for another pool referendum. The Park District explained that they did not have the money to operate a pool under their budget.

Alderman Hopkins inquired if the Southwestern Illinois Council of Mayors still exists and if so were they doing anything to assist the City of Edwardsville with their tornado damage. Mayor Smith stated that the organization does exist but no discussions have been held regarding tornado assistance.

Alderman Darter commented office AFSCME women were not happy with the current union contract.

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 9:11 p.m.

Mechelle Childers, City Clerk