

# WATERLOO CITY COUNCIL

## *Regular Meeting Agenda*

Date: March 28, 2016

Time: 7:30 p.m.

1. Call to Order.
2. Roll Call.
3. Pledge of Allegiance.
4. Correction or Withdrawal of Agenda Items by Sponsor.
5. Approval of Minutes as Written or Amended.
6. Petitions by Citizens on Non-Agenda Items.
7. Reports and Communications from the Mayor and other City Officers.
  - A. Report of Collector.
  - B. Report of Treasurer.
  - C. Report of Zoning Administrator.
  - D. Report of Building Inspector / Code Administrator.
  - E. Report of Director of Public Works.
  - F. Report of Chief of Police.
  - G. Report of City Attorney.
  - H. Report and Communication by Mayor.
    1. Proclamation for Vietnam War Veterans Recognition Day on March 29<sup>th</sup>.
8. Report of Standing Committees.
9. Report of Special Committees.
10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
  - A. Consideration and Action on Ordinance No. 1697 Amending the Revised Code of Ordinances of the City of Waterloo, Illinois, Chapter 38 Utility Systems, Article I Electric Systems, by the Amendment of Section 38-1-36 Electric Rates.
11. Unfinished Business.
12. Miscellaneous Business.
  - A. Consideration and Action on Street Closure Request from the Chamber of Commerce for the 3<sup>rd</sup> Annual May Music & Market Festival for Saturday, May 7, 2016 with the closure of Mill Street between Market and Main; Main Street between Mill and Third; and, Third Street between Main and Market.
  - B. Consideration and Action on Site Plan for Twice the Ice Vending.
  - C. Consideration and Action on Approval of Low Bidder for the Third Street Water Main Project.
13. Discussion of Matters by Council Members Arising After Agenda Deadline.
14. Motion to Adjourn.

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### **DATES TO REMEMBER**

- April 04, 2016 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.  
April 11, 2016 – Planning Commission Meeting, Waterloo City Hall: Council Chambers, 7:00 p.m.  
April 12, 2016 – Sister Cities Meeting, Waterloo City Hall: Second Floor, 6:00 p.m.  
April 13, 2016 – Minister’s Meeting, Waterloo City Hall: Second Floor, 8:00 a.m.  
April 13, 2016 – Park District Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.  
April 14, 2016 – Violence Prevention Meeting, Waterloo City Hall: Second Floor, 4:00 p.m.  
April 18, 2016 – Public Hearing, Waterloo City Hall: Council Chambers, 7:15 p.m.  
April 18, 2016 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.

**MINUTES OF THE  
CITY COUNCIL MEETING  
MARCH 21, 2016**

1. The meeting was called to order by Mayor Tom Smith.
2. The following Aldermen were present: Notheisen, Hopkins, Trantham, Darter, Frederick, Koerber and Heller. Alderman Thomas was absent.
3. Pledge of Allegiance led by Mayor Tom Smith.
4. Correction or Withdrawal of Agenda Items by Sponsor.  
None.
5. Approval of Minutes as Written or Amended.  
Motion made by Alderman Darter and seconded by Alderman Heller to approve March 07, 2016, 7:30 p.m., City Council Meeting Minutes. Motion passed unanimously with Aldermen Darter, Frederick, Koerber, Heller, Notheisen, Hopkins and Trantham voting yea.
6. Petitions by Citizens on Non-Agenda Items.  
None.
7. Reports and Communications from the Mayor and other City Officers.
  - A. Report of Collector.  
Report is in the packet. Motion to accept the report made by Alderman Notheisen and seconded by Alderman Heller. Motion passed unanimously with Aldermen Notheisen, Hopkins, Trantham, Darter, Frederick, Koerber and Heller voting yea.
  - B. Report of Treasurer.  
Treasurer Brad Papenberg was absent. Report is in the packet. Motion to accept the report made by Alderman Heller and seconded by Alderman Koerber. Motion passed unanimously with Aldermen Heller, Notheisen, Hopkins, Trantham, Darter, Frederick and Koerber voting yea.
  - C. Report of Zoning Administrator.  
No report.
  - D. Report of Director of Public Works.  
Tim Birk stated he spoke with Joe Gassway from IDOT and the state will begin the street overlay in Waterloo from Route 156 (Wayne's One Stop) and Market Street to Route 3. The project will be completed this year.
  - E. Report of Chief of Police.  
No report.
  - F. Report of City Attorney.  
No report.
  - H. Report and Communication by Mayor.
    1. Check presentation to the Stubborn German Brewing Company in the amount of \$3,590.06 from the IMEA Electric Efficiency Program.
    2. Check presentation to the Stubborn German Brewing Company in the amount of \$10,000 for the City of Waterloo's Facade Grant Program.
8. Report of Standing Committees.  
None.
9. Report of Special Committees.  
Alderman Koerber reported the Bicentennial had their first Monroe County bus tour Saturday, 3-19-16 from 9 a.m. to 4 p.m. The tour included stone bridges in the county. The bus was full with people waiting in turn.

10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
  - A. Consideration and Action on Resolution No. 16-04 Approving a Professional Services Agreement-Task Order No. 12 between the City of Waterloo, Illinois and HMG Engineers, Inc. for Engineering Services Related to the Moore Street Reconstruction Project Phase V, with a not to Exceed Amount of \$540,000.00.

Motion made by Alderman Hopkins and seconded by Alderman Heller to approve Resolution No. 16-04 approving a Professional Services Agreement - Task Order No. 12 between the City of Waterloo, Illinois and HMG Engineers, Inc. for engineering services related to the Moore Street Reconstruction Project, Phase V, with a not to exceed amount of \$540,000.00. Motion passed unanimously with Aldermen Hopkins, Trantham, Darter, Frederick, Koerber, Heller and Notheisen voting yea.
  - B. Consideration and Action on Resolution No. 16-05 Approving a Professional Services Agreement-Task Order No. 13 between the City of Waterloo, Illinois and HMG Engineers, Inc. for Engineering Services Related to the Third Street Water Main Extension Project with a not to Exceed Amount of \$24,000.00.

Motion made by Alderman Heller and seconded by Alderman Notheisen to approve Resolution No. 16-05 approving a Professional Services Agreement - Task Order No. 13 between the City of Waterloo, Illinois and HMG Engineers, Inc. for engineering services related to the Third Street Water Main Extension Project with a not to exceed amount of \$24,000.00. Motion passed unanimously with Aldermen Heller, Notheisen, Hopkins, Trantham, Darter, Frederick and Koerber voting yea.
  - C. Consideration and Action on Ordinance No. 1696 Amending the Revised Code of Ordinances of the City of Waterloo, Illinois by Amending Chapter 34: Subdivisions, in its Entirety.

Motion made by Alderman Hopkins and seconded by Alderman Trantham to approve Ordinance No. 1696 amending the Revised Code of Ordinances of the City of Waterloo, Illinois by amending Chapter 34: Subdivisions, in its entirety. Motion passed unanimously with Aldermen Hopkins, Trantham, Darter, Frederick, Koerber, Heller and Notheisen voting yea.
  - D. Consideration and Action on Ordinance No. 1698 Authorizing the Acquisition of Property Located at 611 Poplar Street in Waterloo, Illinois.

Motion made by Alderman Darter and seconded by Alderman Heller to approve Ordinance No. 1698 authorizing the acquisition of property located at 611 Poplar Street in Waterloo, Illinois. Motion passed unanimously with Aldermen Darter, Frederick, Koerber, Heller, Notheisen, Hopkins and Trantham voting yea.
11. Unfinished Business.

None.
12. Miscellaneous Business.
  - A. Consideration and Action on Raffle License Request and Waiver of Bond from the SS Peter and Paul Catholic School for their Spring Carnival Raffle to be held on April 22, 2016 at 2:00 p.m.

Motion made by Alderman Koerber and seconded by Alderman Heller to approve the Raffle License Request and Waiver of Bond from the SS Peter and Paul Catholic School for their Spring Carnival Raffle to be held on April 22, 2016 at 2:00 p.m. Motion passed unanimously with Aldermen Koerber, Heller, Notheisen, Hopkins, Trantham, Darter and Frederick voting yea.
  - B. Consideration and Action on Solicitation Request from the Waterloo Lion's Club for their Annual Diabetes Day Collection to be held on Friday and Saturday, May 6th and 7th, 2016 at the Intersections as listed on the attached.

Motion made by Alderman Notheisen and seconded by Alderman Hopkins to approve the Solicitation Request from the Waterloo Lion's Club for their Annual Diabetes Day Collection to be held on Friday and Saturday, May 6<sup>th</sup> and 7<sup>th</sup>, 2016 at the intersections as listed on the attached. Motion passed unanimously with Alderman Notheisen, Hopkins, Trantham, Darter, Frederick, Koerber and Heller voting yea.

- C. Consideration and Action on Change of Date for Kristina’s Race for Peace from May 7, 2016 to May 14, 2016 with a start/stop point at Third and Main Streets, as previously approved by Council on January 18, 2016.  
Motion made by Alderman Darter and seconded by Alderman Frederick to approve the change of date for Kristina’s Race for Peace from May 7, 2016 to May 14, 2016 with a start/stop point at Third and Main Streets, as previously approved by Council on January 18, 2016. Discussion. Kay Clements from Violence Prevention spoke to the Council and explained this action to change the date for Kristina’s Race was due to scheduling conflicts which were overlooked earlier. Motion passed unanimously with Aldermen Darter, Frederick, Koerber, Heller, Notheisen, Hopkins and Trantham voting yea.
- D. Consideration and Action on Advertisement in the Amount of \$1,068.75 to be Placed in the Scott Air Force Base Newcomer’s Guide & My Base Guide Mobile App. (\$783.75 to be paid from Community Relations & \$285 to be paid from Hotel/Motel Tax Fund).  
Motion made by Alderman Heller and seconded by Alderman Trantham to approve the advertisement in the amount of \$1,068.75 to be placed in the Scott Air Force Newcomer’s Guide & My Base Guide Mobile App. (\$783.75 to be paid from Community Relations & \$285 be paid from the Hotel/Motel Tax Fund). Motion passed unanimously with Aldermen Heller, Notheisen, Hopkins, Trantham, Darter, Frederick and Koerber voting yea.
13. Discussion of Matters by Council Members Arising After Agenda Deadline.  
**Alderman Notheisen** congratulated Chris & Tammy, owners of the Stubborn German, on ways to find money to help their business.  
**Alderman Hopkins** congratulated Alderman Koerber on winning the Primary Election for County Commissioner.  
**Alderman Frederick** reminded the Council of the Good Friday, March 25, fish dinners at the VFW.  
**Alderman Koerber** requested an Ordinance committee meeting in the near future.  
**Mayor Smith** reminded the Council that Deputy Chief of Police Michael Douglas’ son, Shane Douglas, will receive the Governor’s Volunteer Service Award on April 13, 2016. Sarah Deutch is to receive the Governor’s Award for the Kaskaskia Trail.
14. Motion to Adjourn. Motion made by Alderman Notheisen and seconded by Alderman Darter to adjourn. Motion passed by unanimous voice vote. Mayor Smith adjourned the meeting at 8:00 p.m.

**Barbara Pace,  
CITY CLERK**





AGENDA REQUEST

(Submit by 12:00 p.m. on Wednesday before the meeting date requested.)

1. Request is made for placement on the agenda for meeting to be held on:  
March 28, 2016  
(Date)

2. Description of matter to be placed on agenda:  
Proclamation for Vietnam War Veterans Recognition Day on March 29, 2016.  
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\_\_\_\_\_  
\_\_\_\_\_

3. Relief or action to be requested:  
Proclamation.  
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4. Submittal date: 03-09-16  
  
Submitted by:  
Mayor Smith  
\_\_\_\_\_  
\_\_\_\_\_

DISPOSITION

5. \_\_\_\_\_ Matter to be placed on agenda for meeting date requested.  
\_\_\_\_\_ Matter to be placed on agenda for meeting to be held on \_\_\_\_\_  
\_\_\_\_\_ Matter referred to \_\_\_\_\_

  
\_\_\_\_\_  
Mayor

AGENDA REQUEST

(Submit by 12:00 p.m. on Wednesday before the meeting date requested.)

1. Request is made for placement on the agenda for meeting to be held on:  
March 28, 2016  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Ordinance No. 1697 Amending the Revised Code of Ordinances of the City of Waterloo, Illinois, Chapter 38 Utility Systems, Article I Electric Systems, by the Amendment of Section 38-1-36 Electric Rates.  
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3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_
  
4. Submittal date: 03-17-16  
  
Submitted by:  
Shawn Kennedy, Collector / Budget Officer  
\_\_\_\_\_  
\_\_\_\_\_

DISPOSITION

5. \_\_\_\_\_ Matter to be placed on agenda for meeting date requested.  
\_\_\_\_\_ Matter to be placed on agenda for meeting to be held on \_\_\_\_\_  
\_\_\_\_\_ Matter referred to \_\_\_\_\_

  
\_\_\_\_\_  
Mayor



**ORDINANCE NO. 1697**

**AN ORDINANCE AMENDING THE REVISED CODE OF ORDINANCES OF THE CITY OF WATERLOO, ILLINOIS, CHAPTER 38 UTILITY SYSTEMS, ARTICLE I, ELECTRIC SYSTEMS, BY THE AMENDMENT OF SECTION 38-1-36 ELECTRIC RATES.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WATERLOO, ILLINOIS AS FOLLOWS:**

**SECTION ONE:** Section 38-1-36 Electric Rates shall be amended to read as follows:

**38-1-36: ELECTRIC RATES:** There are hereby established rates and charges for the use and service of electric current for light and power based upon electricity consumed as recorded by electric meters based upon the type of premises serviced. The rates shall be on the basis of a single meter for one (1) customer.

(A) Residential Service: The rates established are available to single phase electric service for family dwelling units for all domestic uses.

1. Monthly Service Availability Charge: \$12.00 per month
2. Non-Energy Charge:  
All kWh used per month: \$0.03216 per kWh

(B) General Service: The rates established are available to single phase electric service non-residential customers for lighting and power purposes.

1. Monthly Service Availability Charge: \$22.00 per month
2. Non-Energy Charge:  
All kWh used per month: \$0.03405 per kWh

(C) Medium General Service: The rates established are available to three phase electric service non-residential customers for lighting and power purposes. This service is available for customers not eligible for the Large General Service customer class.

1. Monthly Service Availability Charge: \$54.00 per month
2. Non-Energy Charge:  
All kWh used per month: \$0.03722 per kWh

(D) Large General Service: The rates established are available to three phase electric service non-residential customers for lighting and power purposes. This service is available to non-residential customers with a minimum monthly peak demand of 275 kW for at least 6 months in each calendar year, a minimum monthly peak demand of 25 kW for at least 6 months in each calendar year with a minimum

monthly load factor of 50% for at least 10 months in each calendar year.

1. Monthly Service Availability Charge: \$54.00 per month
2. Demand Charge: \$15.00 per kW for all kW of billing demand
3. Non-Energy Charge:  
All kWh used per month: \$0.03674 per kWh

(E) Monthly Energy Charge

1. The stated charges shall be supplemented by the actual energy price charged by the supplier of electricity purchased by the city and the actual cost of fuel consumed at the city's power plant. The Collector is hereby empowered and directed to determine the amount of said supplement upon a per-KWH basis and thereafter, effective for the billing period next following the effective date of the invoice of the energy charges, to calculate the energy rate charged all purchasers of electricity from the city.
2. The calculation for demand rates shall be as follows:

1. Total KWH sold	_____KWH
2. Purchased KWH cost	\$ _____
3. Prior month adjustment	\$ _____
4. Total demand customer energy charge: [(2)+(3)] / (1)	\$ _____

3. The calculation for non-demand rates shall be as follows:

1. Total KWH sold	_____KWH
2. Purchased KWH cost	\$ _____
3. Prior month adjustment	\$ _____
4. Total demand customer energy charge: [(2)+(3)] / (1)	\$ _____
5. Purchased KW cost	\$ _____
6. Power plant fuel oil cost	\$ _____
7. Power plant natural gas cost	\$ _____

8. IMEA fuel reimbursement	\$ _____
9. Total KW cost: (5)+(6)+(7)+(8)	\$ _____
10. Total KW Sold	_____ KW
11. Demand Revenue: \$15 * (10)	\$ _____
12. Unrecovered Demand Cost/KWH: [(9)-(11)] / (1)	\$ ____/KWH
13. Non-Demand Customer KWH	_____ KWH
14. 4. Total non-demand customer energy charge: (4) + (12) * (13) / (1)	\$ ____/KWH

4. The previous calculation is made on an average of the three most recent month's charges by the supplier of electricity purchased by the city, the corresponding three months of sales, and the corresponding three months of fuel expense records.

(F) Annual Operations Expense Adjustment

1. Any positive changes in operating expenses, not including cost of power, shall be passed uniformly and directly to all bills rendered after such determination has been made by the Collector of the city. The determination shall be made by comparing the latest fiscal audit report with the operating expenses recorded for the preceding fiscal year. Each year the Collector will subtract the latest fiscal expenses by the preceding year's expenses and the results will be divided by the latest energy consumption (kWh). The "non-energy charge" will be adjusted by adding the resulting number to create a new base non-energy charge.

**SECTION TWO.** Section 38-1-39 Cost of Living Adjustment shall be deleted in its entirety.

**SECTION THREE.** All ordinances, or parts thereof, in conflict with the provisions of this ordinance, are hereby repealed to the extent of such conflict.

**SECTION FOUR.** This ordinance is in full force and effect immediately upon passage but the rates contained herein only become applicable to electric usage beginning on May 1, 2016 and thereafter.

**PASSED** this 28<sup>th</sup> day of March, 2016, pursuant to a roll call vote as follows:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**ABSTENTION:** \_\_\_\_\_

AGENDA REQUEST

(Submit by 12:00 p.m. on Wednesday before the meeting date requested.)

1. Request is made for placement on the agenda for meeting to be held on:

March 28, 2016

(Date)

2. Description of matter to be placed on agenda:

Consideration and Action on Street Closure Request from the Chamber of  
Commerce for the 3<sup>rd</sup> Annual May Music & Market Festival for Saturday, May 7,  
2016 with the closure of Mill Street between Market and Main; Main Street between  
Mill and Third; and, Third Street between Main and Market.

3. Relief or action to be requested:

Approval.

4. Submittal date: 03-14-16

Submitted by:

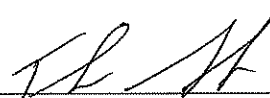
Sarah Deutch, Community Relations Coordinator

DISPOSITION

5.          Matter to be placed on agenda for meeting date requested.

         Matter to be placed on agenda for meeting to be held on         

         Matter referred to         



Mayor

AGENDA REQUEST

(Submit by 12:00 p.m. on Wednesday before the meeting date requested.)

1. Request is made for placement on the agenda for meeting to be held on:  
March 28, 2016  
(Date)

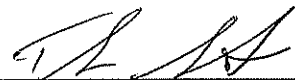
2. Description of matter to be placed on agenda:  
Consideration and Action on Site Plan for Twice the Ice Vending.  
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3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_

4. Submittal date: 03-18-16  
  
Submitted by:  
Jim Nagel, Subdivision & Zoning Administrator  
\_\_\_\_\_  
\_\_\_\_\_

DISPOSITION

5. \_\_\_\_\_ Matter to be placed on agenda for meeting date requested.  
\_\_\_\_\_ Matter to be placed on agenda for meeting to be held on \_\_\_\_\_  
\_\_\_\_\_ Matter referred to \_\_\_\_\_

  
\_\_\_\_\_  
Mayor

## TWICE THE ICE – SITE PLAN



### OFFSETS

100' FROM CENTERLINE OF ILLINOIS AVE.

60' FROM WEST SIDE YARD LINE (NO SETBACK REQ'D)

36' FROM EAST SIDE YARD LINE (NO SETBACK REQ'D)

TWICE THE ICE – 718 ILLINOIS AVE. - PROPOSED LOCATION



TWICE THE ICE – INTERIOR LOT



TWICE THE ICE – SETBACK – SET BACK BEHIND RESIDENCES ON ILLIONIS AVE.





AGENDA REQUEST

(Submit by 12:00 p.m. on Wednesday before the meeting date requested.)

1. Request is made for placement on the agenda for meeting to be held on:  
March 28, 2016  
(Date)


2. Description of matter to be placed on agenda:  
Consideration and Action on Approval of Low Bidder for the Third Street Water Main Project (documentation to be presented at the meeting).  
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\_\_\_\_\_

3. Relief or action to be requested:  
Approval of Low Bidder.  
\_\_\_\_\_

4. Submittal date: 03-23-16  
  
Submitted by:  
Tim Birk, Director of Public Works  
\_\_\_\_\_  
\_\_\_\_\_

DISPOSITION

5. \_\_\_\_\_ Matter to be placed on agenda for meeting date requested.  
\_\_\_\_\_ Matter to be placed on agenda for meeting to be held on \_\_\_\_\_  
\_\_\_\_\_ Matter referred to \_\_\_\_\_

  
\_\_\_\_\_  
Mayor