

WATERLOO UTILITY MEETING
MONDAY, MAY 13, 2024
6:20 p.m.

Mayor – Stan Darter
Alderman Ward I Joel Vogt & Matt Buettner
Aldermen Ward II Jim Hopkins & Jim Trantham
Aldermen Ward III Tina Charron & Kyle Buettner
Aldermen Ward IV Russ Row & Gary Most

Administrative Staff Present:

Shawn Kennedy – Collector / Finance, Tim Birk – Director of Public Works, Nathan Krebel – Subdivision / Zoning Administrator, Brad Yearian – Building Inspector / Code Administrator, Sarah Deutch – Community Relations Coordinator, Sara Craig – HR Coordinator, Dane Luke – Chief of Police, Natalie Steppig – City Attorney, Mechelle Childers – City Clerk.

Petitions by Citizens on Non-Agenda Items. None.

IMEA – Future Sales Contract & Capacity Purchase Agreement.

Representatives from the Illinois Municipal Electric Agency (IMEA), Mr. Michael Genin, Mr. Sean McCarthy, and Mr. Jon Wygant were present to discuss the extension of the sales contract. Mr. Genin explained how and why IMEA was founded and where it stands today. The benefits and reliability of public power, the partnership, and its proven service. The Illinois municipalities that are members who also participate in mutual aid and expenses. Mr. Genin then reviewed the services the IMEA provides to its members, and how IMEA has helped the City of Waterloo. The IMEA provides a cost advantage, and Mr. McCarthy talked about the various ways our contract provides savings and services at lower rates than the standard power marketer. Rates are also projected to significantly decrease when the bonds (long-term debt) are paid off in 2035. Currently, the bonds are 25% of the cost structure. IMEA needs to begin working on replacing resources that will be going offline between now and 2035. To fulfill the Illinois Environmental mandates, we must extend our business operations to include wind and solar energy. Extending the contract to 2055 will ensure stability to meet energy and environmental opportunities for the future. It will allow the project developers to finance, plan, purchase, etc. according to the member's needs. The newly proposed 20-year agreement is essentially identical to the existing contract and would begin at the expiration of the current agreement. The specifics of the new/extended contract were presented and discussed.

The aldermen gave a favorable recommendation to move forward with the new IMEA contract beginning October 1, 2035, and ending on May 31, 2055.

City Clerk – Mechelle Childers

Motion to approve the Utility Minutes dated April 09, 2024, was made by Alderman Matt Buettner and seconded by Alderman Vogt.

Motion passed to approve the Utility Minutes dated April 09, 2024, with Aldermen Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Row, Most, and Vogt voting 'aye.

Chief of Police – Dane Luke

a. Monthly Report – The April 2024 monthly police report was distributed.

- b. Vehicle Update – The F-150 truck will be used to haul cones, barricades, etc. and will be assigned to the Chief. The K9 Ford Interceptor is at Datatronics waiting on the installation of the K9 equipment. Officer Benda will probably start the K9 Academy before the vehicle is ready.
- c. New Officer Update – Officer Chad Harris has begun his fourth (4th) week of field training, and Chad Nord is scheduled to start on Friday, May 17, 2024.
- d. Bodycam Footage – Bodycam footage was shown to illustrate how WPD officers handled two recent situations:
 - The barn collapsed on March 23, 2024, where Sergeant Wiegand and Officer Pruett assisted with the barn collapse and helped pull one individual from the collapsed roof.
 - Smoke Alarm Call on March 28, 2024, in which Officer Benda responded to a smoke alarm call and found an individual unresponsive. Officer Benda performed CPR until EMS arrived on the scene.

Community Relations Coordinator – Sarah Deutch

a. Upcoming Events:

- *May 18 – Firebird Fest. 2:30 PM*

There are approximately 278 cars registered for this event. Welcome bags will be distributed at Main and Mill as the vehicles enter their designated area. We will need two to three volunteers for this task. If you can help, please contact Sarah.

- *June 1 – Community Yard Sale co-hosted by GLOW. 7AM to 2PM*

Still collecting participation entries.

- *June 4 – City of Waterloo Ice Cream Social at the Municipal Band Concert.*

- *June 8 – Home Alone Program with the Police Department, EMS, and the Fire Department.*

- *June 14 (Flag Day) – DAR Marker and Military Statue Dedication.*

- *June 18 – Porta Westfalica Festival and Parade.*

A sign-up sheet was distributed for volunteers to participate in the parade. We will need drivers, walkers, and children for the Pumpkin Train.

- b. Billboard Advertising – Digital advertisement on the billboard by the JB Bridge has begun with the Firebird Fest. An advertising schedule for the remaining 25 weeks will be developed in a meeting with the Tourism Board.
- c. Hometown Heroes Banner Program – The new banners have been received, organized, and are ready to be hung. The old banners will be available for the applicants to pick up.
- d. PumpkinFest – Registration for PumpkinFest vendors is open. Currently, we have 85 vendors signed up.
- e. Thank You Letter – A thank you letter was received from the Whiteside Station Chapter NSDAR for their Non-Profit Grant.

Human Resource Coordinator – Sarah Craig

Verifying that personal files contain all the required information and that everything is up-to-date.

Collector/Finance Officer – Shawn Kennedy

- a. Invoice Cloud – As a reminder, Invoice Cloud went live on March 18, 2024. It is still in a soft rollout, as it has not been formally promoted to the citizens; however, the QR Code is on the utility bills. There have been 148 payments year-to-date, 26 people signed up to go paperless, and 23 signed up for autopay. The credit card machine is also being utilized. Shawn encouraged the aldermen to give the Invoice Cloud application a try. Illinois E-pay has not been turned off as of yet.

- b. Year-End Reporting – Started working on some of the annual year-end reports. Completed the ARPA (American Rescue Plan Act of 2021) paperwork since those funds have been spent. Need to work on the Equitable Sharing Program Report (ESAC), which is linked with the DEA. Also, the annual PSEBA (Public Safety Employees Benefits Act) report. Need to wait on the bank statements to complete additional reporting processes.

Director of Public Works – Tim Birk

- a. IMUA Scholarship Award – Ms. Katelyn Davis won the 2024 Illinois Municipal Utilities Association Scholarship Award of \$1,000 for her essay on “Challenges Within the Electric Utility Industry”.
- b. IEPA Inspection – There will be an IEPA inspection of the Power Plant on May 30, 2024. The focus will be on air quality testing and reporting.
- c. Sewer Lining Project – Bids will be opened for 4,000 feet of sewer transmission lining on May 15, 2024 at 2 PM.
- d. Selling of Old Equipment – Monroe County Road District is interested in a 2001 single-axle dump truck that the city has replaced. There is also a 1999 Directional Boring Machine to sell. Hiring a company to do the boring work is cheaper than training someone to use this piece of equipment. All the aldermen agreed to the sale.
- e. Kilowatt-hours Price Comparison Chart – A scatter plot chart showing the average cost per kWh to other IOU’s (Investor-Owned Utilities) was distributed. IMEA is doing a good job with our wholesale electricity.
- f. Splash Pad – The final inspection with the Illinois Department of Public Health is scheduled for May 22, 2024. The parking lot has been painted and stripped. Looking for a project completion date by the end of June.
- g. Water Tower Update – Weather permitting, the bowl of the water tower is scheduled to be raised and set in place on May 15, 2024.
- h. Water Plant Transmission Lines – The directional bore under the streets of Valmeyer has been completed. Currently, two crews are laying transmission lines. One crew is working on the 800’ bore at Foster Pond, and the other crew is boring under Moore Street and working their way to the new tank.
- i. Water Plant Update – There will be a progress meeting on May 16, 2024 with Korte-Luitjohan. Work continues on the 80-foot standpipe (piers have been driven and the concrete cap is being poured). The metal roof on the building is finished and pipefitters are working on the inside.
- j. Water Plant Wells – Wells #1 and #2 have been completed. Well #3 has been drilled, but the structure (well casing and building) is not in place. Power and the generator are ready to be installed.
- k. Director of Public Works Position – The job for Director of Public Works is scheduled to be posted on July 15, 2024.

City Building Inspector – Brad Yearian

- a. Monthly Report – The April monthly report was distributed.
- b. Laurie Homes – The bricklaying process has started on the blue house at the corner of Kolmer and Evansville. There is still a need for dirt work to be completed on the home further down Kolmer near Illinois Route 3.
- c. 215 Osterhage Drive – This home has been abandoned. Neighbors have been mowing the front yard, but the backyard is in poor condition. Some of the utilities have been turned off. Certified letters have been sent, indicating that unless the property is cleaned up, the city will undertake the task and impose a lien. The inside of the home also appears to have some damage.

- d. Desco Group Parking Lot – There are some bad potholes in front of ATI Physical Therapy, and every year the parking lot just continues to be patched. Desco Group has been told that a more permanent solution needs to be carried out. The Desco Group is scheduled to initiate the bidding process this month for a permanent repair. Also informing Hardees and Taco Bell/KFC that they need to repair their parking lot as well. Hardees and Taco Bell/KFC have also been informed that their parking lot requires repairs.
- e. Shed on Library Street – The shed is just about to fall down. There have been complaints and the owner has been informed that the roof on the shed needs to be fixed, the garage door put back on, and the entire shed brought up to code. The homeowner also has a new deck that contains no support. For the deck, the owner was told she needed to have a building permit and install piers, which would need to be inspected.
- f. Salt + Honey Bistro – Final inspection was completed at Salt + Honey Bistro.
- g. Monroe County Jail Project – The final inspection was completed at the Monroe County Jail, and they are ready to start hanging drywall.
- h. 250 Hamacher – Every year a complaint is received regarding the tall grass in the backyard. The owner will not mow the rear yard. The city mowed the grass and fined the landowner. The fine was paid.

City Attorney – Natalie Steppig

No Report.

Mayor’s Report

- a. Waterloo Junior High School Girls Track & Field Team – The Waterloo Junior High School Girls Track & Field Team won First Place Championship at the SIJHSAA Class L State Track Meet.
- b. AFSCME – The AFSCME contract should be signed this week and negotiations will start with IBEW.
- c. Southwestern Illinois Council of Mayor Conference – On May 23, 2024, Alderman Kyle Buettner and Mayor Darter will attend the Southwestern Illinois Council of Mayor’s Conference in Red Bud, Illinois.
- d. Water Tower – Remember to come to the raising of the water tower on Wednesday, May 15, 2024.

Committee Reports and Minutes Approval

- a. 04-15-24 JOINT Waterloo Beautification and Economic Development Cmte Mtg Minutes. Kyle Buettner-1st, Most-2nd. Passed.
- b. 05-06-24 Electric Cmte Mtg Minutes. Meeting minutes were unavailable.

Comments

Alderman Most asked about the status of sponsorship for ‘Songs 4 Soldiers’ and if it was still classified as “tabled”. Mayor Darter stated it was still “tabled”, but a committee meeting should be held to discuss sponsorship.

Alderman Charron mentioned that the ‘House of Neighborly Service’ is looking for monetary or food donations. The number of individuals being served has increased; however, assistance is needed to meet the growing demand.

Adjournment – A motion to adjourn was made by Alderman Hopkins and seconded by Alderman Row. Motion passed by unanimous voice vote. Mayor Darter adjourned the meeting at 8:07 p.m.

Addendum

Subdivision / Zoning Administrator, Nathan Krebel, was present at the start of the meeting; however, due to the Planning Commission Meeting also being held this evening, he was unable to present his status report. Below is a summary report that Nathan submitted.

Subdivision & Zoning Administrator – Nathan Krebel

Monthly Report – The April 2024 monthly Zoning report was distributed.

Subdivision/Development:

1. Remlok Phase 6 Update
 - A. Sanitary Sewer main and laterals are completed (Mandrel and pressure test in 30 days).
 - B. Storm Sewer is being installed.
2. Silvercreek Crossing Update
 - A. Sanitary Sewer fixes are almost completed.
 - B. Last Friday the water pressure test failed. Next is to locate the leak.
 - C. A memo was sent to Ms. Traci Meitl of the final checklist for the property.
3. Remington Ridge
 - A. The developer will be submitting the third revision of improvement plans this week.

Planning Commission: (meeting tonight)

1. Special Use Permit for a communication tower behind Wal-Mart.

Zoning Board of Appeals: (this Thursday 5-16)

1. Special Use Permit for a communication tower behind Wal-Mart

Excavation:

1. Charter is running fiber from Waterloo to Valmeyer.

Minutes respectfully submitted by Mechelle Childers – City Clerk