

Waterloo Town Council Meeting
June 8, 2021

A meeting of the Waterloo Town Council was held June 8 at 6:00p.m. at the Waterloo Town Hall. Present were:

Jess Jessup	Greg Iddings
Katherine Hobbs	Ken Surber
Josh Caudill	Pam Howard/Town Manager
Andrew Kruse/ Town Attorney	Renee Duszynski/ Clerk Treasurer

The following business was discussed, and action taken: Unless specified all votes were unanimous.

Communication from The Town Manager:

Howard stated that the street department has taken out the concrete at the Industrial Park sign. The poles are ready to be set and it should be complete in about a week. Each industry pledged \$3,000 for their spot on the sign.

The Waterloo Summer Parade and festival went well. A lot of people showed up and lined the street. Vendors also did well. The kids loved the magician and the bounce houses.

The Cushman's Club came to the park today for lunch. The street dept, clerk's department, water department and code enforcement, and the Waterloo Lion's Club all helped. We had such a great turn out and lunch.

Mike Watson, DeKalb County Commissioner, would like to establish an ARP committee for the county and wants to have a representative from Waterloo to have an input on how the county will use the money to benefit everyone. The meetings have not been decided yet. Jessup thinks Howard should be the representative for it. Howard clarified that the committee would have input on the county's grant money, not each unit adding their funds to the county's.

Jessup gave thanks for the festivals and activities and asks if it was donation based. Howard confirmed and stated it would be good to get more people to come out. They did receive \$400 in donations from the Cushman Club. Duszynski also adds she started a Main Street Facebook page to help inform the community of happenings.

New Business:

1. Council Officers: Jessup explained that the meeting needs to start with electing council officers since the former president resigned. Former President David Bolton moved ~~to out~~ out of town and is unable to hold office. He explained that our ordinance establishing council policy is vague so per attorney the council can do one of two things; go by succession or hold a whole new election. After this, there will be a precedence and the ordinance will need revised for the future. Caudill stated he believes should the President become unable to fulfill the duties of the office for whatever reason, the Vice President should assume the role of acting President immediately. Jessup asked if the acting President would then be in place until the next regularly scheduled officer election? Caudill said he thought so. Motion to

move forward with the succession process making Jess Jessup the current President made by Caudill (2nd by Surber) passed. Jessup states that the council now needs to fill the vice president position. Nomination for Caudill as Vice President made by Surber. No other nominations. Motion to make Caudill Vice President made by Hobbs (2nd by Iddings) passed. Duszynski also explains that since Jessup is the new president, he needs to go to all the banks and have the signature cards updated. To do this, he will need to provide the minutes which need to be officially approved and signed. The Council needs to have a special meeting next week. Howard would also like to move the discussion of Caleo Café to then as well, contingent on contract being worked out. Jessup suggest 4:30 p.m. Tuesday June 15th. Jessup also introduces the new council member Greg Iddings.

2. Minutes/ Claims: Minutes were reviewed. Duszynski explained she did make two changes Motion to approve minutes with changes made by Caudill (2nd by Hobbs) passed. Claims were reviewed. Motion to approve claims made by Caudill (2nd by Surber) passed.
3. Fund Report: The fund report was reviewed, Duszynski stated this is up until May 31st; she also states that last year on May 31st the general fund ended with \$28,000 and now there is \$283,000 in the general fund. Jessup stated that is great growth. Caudill asked if the town has received the ARP money yet? Duszynski stated that they money had not been received as of that afternoon.
4. Caleo Café: Tabled due to contract modifications with attorneys.
5. Baker Tilly Presentation: Jeff Rowe, partner with Baker Tilly reviewed the water and wastewater 2020 financial reports.

Water in 2018 and 2019 had below minimum cash requirements. The 2020 fund balances have increased to \$371,000 in total cash. Rowe stated that it is adequate, not strong but improving. The actual vs. budgeted was predicted to be a shortfall but did not happen due to two things: number one not spending in capital items, and number two correction of errors from 2019. Shortfalls are projected from now until 2023, when the bonds are paid off, mostly due to capital items. He explained that it is best to look at other alternatives before raising rates, especially short term like this. Use of other funds such as CEDIT and CCD to help offset is one option. Jessup asked about the water tank program. Rowe explained there is a difference in opinions, but you cannot let it get too bad before repairs. You can set up a contract or the town can save money and do it as need. Jessup asked if we are building reserves. Rowe stated not now just cash in cash out. Increases are not needed now but it needs monitored. Smaller more frequent increases are better than large increases after long periods of time. If not offsetting capital expenses with CEDIT or CCD there would need a 17% increase to get through. Jessup stated there may need a special meeting to dig deeper into this with time.

Howard also stated there is a need for stormwater projects.

Rowe reviewed wastewater the last three years. He stated that there is \$518,000 in total cash and \$212,000 is recommended in minimum reserve. There was a drop in revenue due to the pandemic. Jessup asked if any of the capital expenses projected for 2021 is part of the plant upgrade. Howard confirmed. Rowe stated the Indiana state legislature has allocated \$100 million dollars divided over two years in grants for water and wastewater. Rates and median household income are big factors in getting the grants. Deadline to file is July 15,

2021. There will also be \$60 million available over a two year period for stormwater projects.
6. Police Car Bid Opening: Jessup opened bids and read them. The highest bid was received from Specialty Service Security at \$2,000. Howard will contact them. Motion to accept bid for police car made by Caudill (2nd by Surber) passed.
 7. New Job Application: Duszynski presented a new job application that she received from Butler. She explains that the current ones are outdated and do not have enough information. Surber asked if grammar school is necessary. No, however with the need to hire someone a new application would be ideal. Hobbs volunteered to retype it and change some of the language.
 8. Cemetery Position: Since Greg Iddings is the new council member, he cannot retain his position as a cemetery employee. Howard explained that they need to hire someone to replace him. Motion for permission to proceed made by Hobbs (2nd by Iddings) passed.
 9. Community Crossings: Howard needs the notice of award and contract signed. Bids were opened and Pulver won. Bid sheets were reviewed. Howard stated they are great to work with.
 10. Promotion of Business Policy: Jessup stated he found Howard has no funds to help promote business and must use her own funds for things like that. He states no business should have to do that. This is the first step, and then funds need to be appropriated. This policy would allow for spending to buy a potential investor coffee, employees lunch for special occasions, and honor employee longevity etc. Motion to approve Ordinance 21-04 made by Surber (2nd by Iddings) passed. Motion for a waiver of second reading made by Iddings (2nd by Caudill) passed.
 11. Smoking Policy: Duszynski explained that after reviewing change to the Marshal department policy that it was found the town policy did not say it was a smoke free environment, even though it was being practiced. This policy needs updated with the correct language. Kruse stated it is the law and should be written to comply. Motion to approve changes to the smoking policy made by Caudill (2nd by Iddings) passed.
 12. True Core Tax Abatement Renewal: It has been an entire year and needs renewed for compliance. Motion to approve the renewal for tax abatement for both legal and personal property made by Iddings (2nd by Caudill) passed. Iddings noted they are still bringing in machinery and working on the building.
 13. MetalX Tax Abatement: Renewal for compliance. Forms are reviewed. Howard asked if they are still following compliances? Kruse advised there would need to be hard evidence. MetalX is listed as the owner for the personal property and IPI is listed as the owner for the real property. Motion to approve the MetalX personal property and IPI real property tax abatement made by Caudill (2nd by Iddings) passed.
 14. Enforcement of Nonconforming Building Use: Caudill stated there is an ordinance but not an enforcement mechanism. Howard confirmed the ordinance needs amended to have a penalty. Jessup stated it needs to have an attached fee schedule. Kruse stated it needs to go to the paper and hold a public hearing, anytime if any fine is change. Kruse will work on the language. Jessup would like to have this on the July agenda.
 15. Unsafe Buildings as Applied to Flying J: Caudill asked if the Waterloo Unsafe Building Law could be applied to the buildings on the Flying J property. Jessup explained the buildings are unsafe. Caudill also stated that the policy needs to be applied to residents and businesses alike. Howard explained Jon Williams, Code Enforcement Officer, has been

pursuing it. The town got a quote for tearing it down, but they have not done so. The cost will fall on the town. Flying J has asked for the name of the company to mow and for demolition. If the town must take it down, we will lose money up front. The town would then have to file a lien against the property to recoup the money. Howard informed that the town has been out to the property to clean up and filed a lien for that. During the clean up there were needles and products of meth production found. Kruse stated the state police may have a grant to help pay for the tear down since it has been used for illegal activities. Jessup asked about looking into a state code for negligent owners. Iddings asked about burning it with permission. Howard stated it is a lot of concrete. Jessup asked if Jon Williams is making progress. Howard reads the email sent by Williams. Williams will provide Flying J with the quotes. Jessup would like a follow up in July.

Meeting was adjourned at 8:22 p.m.

I, Renee Duszynski, the duly qualified Clerk/Treasurer, do hereby certify that the above and foregoing is a true and exact excerpt of minutes of the meeting of the Waterloo Town Council, Waterloo, Indiana, at which a quorum was in attendance and acting throughout, and held June 8, 2021, as such appears in the official minutes of said Waterloo Town Council, in my custody.



President, Jess Jessup



Clerk- Treasurer, Renee Duszynski