

Waterloo Town Council Meeting  
June 14, 2022

A meeting of the Waterloo Town council was held June 14, 2022, at 6:00p.m. at the Waterloo Historic Train Depot present were:

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

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

**Public Hearing:**

**1. Rezone CR 31:**

Hearing opened at 6:04 p.m.

Howard explained this has been to Plan Commission and now comes to the Town Council. This is to change the zoning of a Section of CR 31. Hobbs asked for clarification. This Section was zoned as heavy-industrial when the Extra Territorial Jurisdiction was set and transferred from the County to the Town. This has become an issue with the homeowners trying to sell their homes. The zoning should be suburban residential. Plan Commission has already approved this. Jessup asked for a map, Howard explained the location and showed on Beacon. Kruse reviewed the legal reasons for the need for change in zoning since there are homes there, it could cause issue with the insurance and mortgages. Motion to approve the Confirmation and Adoption of the rezone of CR 31 made by Hobbs (Iddings) passed. The address at the top needs changed to 3039 from 3031. There was no public comment or questions. Jessup reads ordinance 22-04, an Ordinance Amending the zoning ordinance of Waterloo. Motion to approve made by Caudill (Hobbs) passed.

**Public Hearing:**

**2. DeKalb County Highway Rezone:**

Hearing Opened at 6:19 p.m.

Howard explained this is for the new DeKalb County Highway Department. They are moving to 3942 US Highway 6. This is currently zoned as, general business and needs to be light industrial. Jessup explained the properties to the West are already zoned light industrial; this would extend it to the East. Jessup reviewed the Plan Commission findings of facts. There is no public comments or questions. Motion to approve the Confirmation and Adoption made by Hobbs (Iddings) passed. Jessup reads ordinance 22-05, An Ordinance Amending the zoning ordinance of Waterloo. Motion to approve made by Caudill (Surber) passed.

Public Hearing Closed at 6:30 p.m.

**Regular Meeting 6:48 p.m.**

**Jessup did roll call and the pledge was recited.**

**Communication from the President:** None.

**Communication from The Town Manager:** Howard spoke with Dixon Engineering about water tower maintenance. The one by industrial park has not been painted in 17 years. It may need sand blasted due to the length of time. They will do an adhesion test next week. Jessup asked if they needed 3 quotes. Howard said it would be wise.

Howard would like to apply for the Community Crossing Matching Grant that opens back up July 1, 2022. Wolfe and Howard met and went over the roads that need done. Howard reviewed the plans for 2022 and 2023 for the street work. This would cover both years. The total of the projects would be \$114,845.25, the Town would have to pay 25% of the total project which would be \$28,711.32. Jessup asked what the downside of applying is. Howard stated none. Caudill asked if the crosswalk downtown could be included. Howard stated it can only be included if it touches the project. Motion to approve Howard applying for the CCMG made by Iddings (Surber) passed.

Jessup inquired about the crosswalk cost by the school. Howard believes the cost of \$48,000 is for the actual crosswalk with the light and push button. Howard will confirm to be sure. Jessup asked if it is possible to have heavy striping and a flashing light. Kruse stated there may need to be an ordinance authorizing that. Discussion is held.

Howard stated the festival went well. There were 14 vendors, the River A Barbecue food truck did really well and were excited to come back. The antique store had the biggest sale day since it opened.

**Communication from The Clerk Treasurer:** Duszynski reviewed the most recent fund report. She provided the fund report before and after the June settlement. The General Fund balance is higher than anticipated before the settlement.

Duszynski stated that there will be a Parkview Wellness event for the Town employees and family for July 19<sup>th</sup>, 2022. This is one of the benefits that employees were interested in when switching to PHP. It is also open to all employees who are not covered through PHP for a fee.

Duszynski stated that the Sanitation ordinance would need to be redone. The current version does not have the updated pricing for the Washler contract. She provided a copy of the current contract for review and will also send out a copy of the current ordinance. She would like to have this one the agenda next month.

**Communication from Boards:** Jessup stated there is a committee for updating the personnel policy, but they have yet to meet.

**Approval of Minutes and Claims and Adjustments:**

Duszynski explained that adjustments to accounts in utility billing need to start being approved by council. Going forward there will be an adjustment basket alongside the claims for council review. Since this was not communicated prior, this will be tabled until next month, but will become a routine going forward.

Minutes from May 10 reviewed. Corrections reviewed. Motion to approve as corrected made by Caudill (Hobbs) passed.

Minutes from May 23 reviewed. Corrections reviewed. Motion to approve as corrected made by Hobbs (Iddings) passed.

Claims Reviewed – Motion to approve made by Caudill (Hobbs) passed. Caudill asked of the seeding of the 300 block of North Wayne was included in a previous invoice. It was not.

#### **Old Business:**

1. DeKalb Chamber Partnership – Howard reached out to Shannon Carpenter and did not get an answer on the constant contact and what the discount amounts to. Duszynski explained that Star Financial no longer offers a discount on health insurance for Chamber members.
2. Cyber Security – Duszynski explained there is still no update on a quote from BD Management. Caudill asked if there is another vender. Duszynski stated a company came in with some information. She will reach out.
3. Downtown Enforcement – Rustina Bizwell, 260 N Wayne Street, wrote a letter to the Judge asking for leniency. Jessup asked Kruse to make sure to send updates to the Council, throughout the process. The downtown business ordinance is still underway. Rachel is working on it and will have Kruse look at it then it will come to council. It will have to go in the newspaper 10 days in advance of the meeting and the published in the newspaper after as well.

#### **New Business:**

1. Police Radios – Howard presented the quotes. This was discussed in the work session. There are two quotes. The Motorola representative was in today and prices are going up. They have gone up 15% since October. Oberholtzer discusses the set up of the radios and system. This quote is for 90 days, and they are no longer allowed to do that because of the price increases. The current radios are 7-8 years, the life expectancy is 6-8 years. The current ones were purchased by the county for all the departments. Jessup clarified that the system is dictated by the State. This system is necessary to communicate with the County. Jessup would like to see a quote from someone else as well. Discussion was held.
2. Fire Locks – There are two quotes. One is for digital locks on the fire department and the other is for a camera system. This will be beneficial for hiring new employees, so the building does not need rekeyed and will be monitored. Hobbs stated Chief Kirby Hobbs was unable to attend this evening and he will need to provide more information. Tabled.
3. CIPP Lining for North Wayne – Howard reviewed the location on North Wayne. This is 900 linear feet. A manhole will need set around 745 N Wayne. There are a lot of roots and the line has been jetted several times and there have been back flow issues. This will put a lining on the prevent of invasive roots. This was the only responsive quote. Discussion was held. The manhole needs to be installed prior and the wastewater department would do that on their own. Caudill asked how long the lining lasts. Howard called Lalonde. If property maintained 50-60 years. Motion to approve quote from Insituform totaling \$51,650.00 for CIPP lining made by Caudill (Iddings) passed.

4. True Core Tax Abatement – This is the annual renewal. The application for the property and equipment renewal are provided as well as the originals. Jessup reviewed the forms. Caudill stated they are in compliance. Motion to approve the compliance of the SB-1 of Real and Personal property made by Caudill (Surber) passed.
5. Old Computers & Phones – Duszynski explained that they are old and need disposed of. Jessup would like to ensure that the list is signed off proving they were recycled. Motion to approve disposal of old equipment Hobbs (Iddings) passed. See attached for list.
6. Billing Clerk Wage – Duszynski reviewed the accomplishments of the billing clerk and would like to ask for an increase. Jessup stated she has brought a level of professionalism. She would like to increase the pay from \$16.69 to \$17.00 starting the first pay period in July. This falls into the current range which is \$13.91-\$18.00. This will not affect the range for the job position. Discussion of the wage matrix and salary ordinance was held. Caudill stated she brings a higher value to the office. Motion to approve the pay increase made by Caudill (Surber) passed.
7. Mosquito Contract – Howard received a contract from Carper Farm Supply. TruGreen expressed it would be too costly and Terminix does not provide the service for municipalities. This contract is for 12 applications over 2 years. For \$3,825 per year. Extra spraying would be \$318.75 per spray. Caudill asked if they would tell anyone when they were spraying. Howard said they were informed to do so. Jessup would like to see a schedule or have advanced notice. Howard will work with them to get that. Motion approve contract from Carper Farm for mosquito spraying made by Surber (Iddings) passed.
8. 2010 & 2011 Loans between funds- Duszynski explains that in 2010 a loan was taken by the water department to pay for a capital project. It was discovered that the loan was never paid back. A resolution needs to be done either paying it back or forgiving it. Jessup would like to see the \$4,000 paid back to Cumulative Fire and the rest forgiven. Duszynski will work on a resolution for the next meeting.

**Other:** Caudill stated that the Marshals received a donation for \$23,172 for new computers from Richard Squier Pallets. Jessup would like to write a letter.

Caudill also explained they have met with Josh Heffelfinger about a grant for police cars to pursue a program for take home cars for the department.

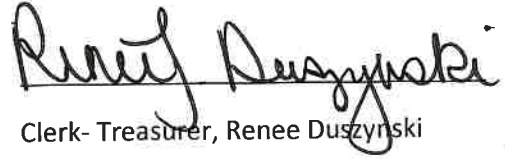
**Floor:** Sabina Keen, Friends of the Depot, provided an update on the History Day. It was very successful! There will be another event in August.

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 14, 2022, as such appears in the official minutes of said Waterloo Town Council, in my custody.

Meeting was adjourned at 8:30 p.m.



President, Jess Jessup



Clerk- Treasurer, Renee Duszynski