

Waterloo Town Council Meeting  
April 11, 2023

A meeting of the Waterloo Town council was held April 11, 2023, at 6:00 p.m. at the Waterloo Historic Train Depot present were:

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

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

**Public Hearing:**

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**1. Unsafe Building:**

Hearing opened at 6:00 p.m.

Kruse opened the hearing for the unsafe building at 1085 S Center Street, Waterloo, IN 46793. Kruse swore in Jon Williams, Code Enforcement. Williams stated the home at 1085 S Center Street was destroyed in a fire. On August 2 the house was boarded. Tyson Davidson, the owner, and his wife have conflicting stories about the fire. After the investigation Williams contacted the mortgage company and the settlement went through. Deb Watts contacted the town with interest in purchasing the home. Williams connected her and the owner and they entered into an agreement. Williams delivered a Notice to Demolish on March 14, 2023. Davidson is not present at the hearing. Kruse entered the packet of paperwork into evidence. Scott Lehman, City of Angola Building Inspector, inspected the building and declared it unsalvageable.

Kruse asked the council for questions. Jessup asked Deb Watts if she planned to have it demolished. She confirmed. Williams stated that this hearing will set a date and order that will be recorded with the deed. Discussion was held. There is no one else from the public present for the hearing. Kruse closed the hearing to the public.

Jessup stated it would be acceptable to give the property owner 30 days from April 11 and if it sold the buyer would have 60 days from April 11. Surber noted if an extension would be necessary, she could ask for one. Motion to approve the Order to Demolish made by Jessup (Hobbs) passed.

Hearing adjourned at 6:23 pm

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

**Communication from the President:** None.

**Communication from Town Manager:**

Waterloo Elementary has asked for donations for the kids on the Dean's list. Howard explained the program is to honor students who have not had any issues throughout the year. Howard would like to purchase whistles. Jessup stated the promotion of business fund could be used.

Surf Internet came to discuss running fiber to the town. They are from Goshen and have done several projects. They currently are running dark fiber to the Waterloo Elementary School and then out to County Meadow. They could provide internet services if they build out Waterloo. They would like to be a community partner and work with the town and could have it built out by fall. They are their own utility so the town would have no money invested. Hobbs noted she was very impressed with the company. Jessup agreed. Caudill stated this would free up money Redevelopment had earmarked for Fiber. Motion to release a statement welcoming them to Waterloo made by Surber (Caudill) passed.

Town wide garage sales will be coming up. The town used to provide signs and a list of participants. Howard would like to reinstate that.

Howard will be at IMMA from April 26<sup>th</sup> to April 28<sup>th</sup> in Winona Lake.

The summer parade and festival will be on June 3<sup>rd</sup>.

Maria's House of Pancakes will be moving into the old Kathy's Kountry Kitchen restaurant. It is not open yet.

Mr. Singh will be coming to Plan Commission in May. The drainage board needs to approve it before the meeting. The project is getting close to starting. He is replacing the tanks and canopy now and will use the existing building. He plans to remodel the building in five years.

#### **Communication from The Clerk Treasurer:**

Fund report review. The town received money from the County to pay the engineers for the wastewater treatment project.

Duszynski had a meeting with Flagstar and talked about what services they have to offer. She still has to meet with Horizon and then will put the cemetery CD out for proposal.

Duszynski gave an update on Muni Link. The target date to go live with the new billing software is June 1.

The town received an \$11,200.00 refund from PHP for a portion of the unspent money in the claim fund.

**Communication from Boards:** None.

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

Minutes from March 14 were reviewed. Corrections were reviewed. Motion to approve as corrected made by Hobbs (Iddings) passed.

Adjustments reviewed. Motion to approve adjustments made by Caudill (Surber) passed.

Claims reviewed. Motion to approve claims made by Caudill (Hobbs) passed.

### **Introduction of Ordinances/Resolutions:**

1. **Salary Ordinance 23-02:** Jessup presented the revised ordinance. This makes provision for part time law enforcement officers and notes hourly limits for part time employees. Motion to approve Salary Ordinance 23-02 made by Hobbs (Iddings) passed.

### **Old Business:**

1. **Poka-Bache Interlocal Agreement:** Jennifer Sharkey presented the agreement. Ten of the eleven communities have signed on. The Poka-Bache trail is an 81-mile visionary trail, and the coalition will allow the members to work together on the project. Howard asked her to explain the funding. Sharkey reviewed the process. Jessup asked her to clarify how it would be determined. She explained the task force will determine how it will be allocated among the different agencies. Jessup is concerned with entering in without knowing the assessment. Kruse reviewed the assessment dates and withdrawal deadlines. Council was assured that there would be opportunity to withdraw without penalty after the assessment was disclosed. Discussion was held. Motion to approve the Poka-Bache Interlocal Agreement made by Caudill (Surber) passed.
2. **Well Capping:** Tabled. Bill Ward will present the well capping program the county has started. Howard explained there are a lot of inactive wells in DeKalb County that are not capped correctly, which leads to contaminated ground water. This program would offer grants to correctly cap them.
3. **ITRON:** Howard did confirm the radios would not have to be paid for until received, but Hjelm has not heard back about the other items in question.
4. **Website Contract:** Howard had previously brought a contract to redo the Town's website. She stated this will make it more user friendly. Motion to approve contract by Kathy Minnich in the amount of \$4,500.00 made by Hobbs (Caudill) passed.

### **New Business**

1. **Part Time Officers SOP:** The standard operating procedure was reviewed. Jessup asked how their uniform allowance would work. The current part time officers are former full time, and the department has used clothing. Jessup wants to ensure this procedure will work in the future and is sustainable. Motion to approve the Part Time Officer SOP made by Caudill (Surber) passed.
2. **Wessler Contract:** The wastewater plant needs to have an asset management plan. Wessler will provide a very fluid document that will be able to use in the future. Midwestern did a basic asset management plan for SPF funding. Howard would like the council members to take home the contract and review it thoroughly. Jessup asked Howard to post an update prior to the next council meeting.

**Other:**

Caudill asked Duszynski to get a quote from IT for the Marshal's department.

Jessup would like to set up a meeting to meet with the prospective deputies.

Jessup would like all interviews to come before the council in an executive session for a final interview after approval from the department head. After the executive session the council would open a public meeting to hire or not hire. Surber stated the process does need tweaking but does not feel it is right to change the process in the middle of the hiring of the two potential candidates. Jessup stated this will make the process better, a public meeting does not allow for a proper interview. He also stated there are very few reasons to make a decision as an emergency, Caudill stated the Marshal's Department is in crisis mode. The Town is down to 3 officers, all of whom are at retirement age. He also noted it was day 100 of not having a full staff. Public safety is paramount, and these positions need to be filled. There needs to be a trust factor so that the Marshal, Town Manager, and liaison can make the best decisions. Jessup stated this is a change in protocol. Discussion was held. A list of dates will be sent to the candidates to select a meeting.

Motion to approve the painting of the Water Tower Limeade with dark green lettering made by Hobbs (Iddings) passed.

**Floor:**

Bob Davis asked if the potential candidates are vetted. Caudill confirmed.

Bob Davis also wanted to thank Pam Howard for the informative train derailment presentation.

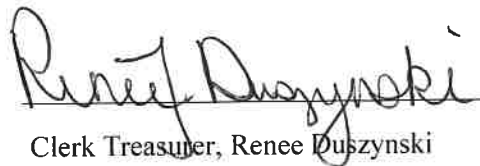
Bob Davis also expressed concern for the potential rise in the utility rates.

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 April 11, 2023, as such appears in the official minutes of said Waterloo Town Council, in my custody.

Meeting was adjourned at 8:28 p.m.



President, Jess Jessup



Clerk Treasurer, Renee Duszynski