

Waterloo Town Council Meeting
June 13, 2023

A meeting of the Waterloo Town council was held June 13, 2023, at 6:00 p.m. at the Waterloo Historic Train Depot present were:

Greg Iddings	Jess Jessup
Josh Caudill	Katherine Hobbs
Pam Howard / Town Manager	Renee Duszynski / Clerk Treasurer

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

Public Hearing:

1. **Bowman & Bowman ReZone:** Hearing opened at 6:02 p.m.

Jessup presented Ordinance 23-03, an Ordinance Amending the Zoning Ordinance of Waterloo. Howard reviewed the Plan Commission findings. The Plan Commission was favorable to changing the zoning of the parcels from Suburban Residential to Agricultural. This would allow the landowner to add a gravel pit. Jessup clarified that the parcels were not entirely within town limits but were all within the Towns ETJ. Howard did tell the landowner it was not necessary to be present. Jessup asked for public comments. There were none. Motion to affirm Ordinance 23-03 an Ordinance Amending the Zoning Ordinance of Waterloo, Indiana, adopted on July 12, 2005, with an effective date of August 3, 2005, made by Caudill (Iddings) passed.

Hearing adjourned at 6:14 pm

Jessup did roll call and the pledge was recited.

Communication from the President: None.

Communication from Town Manager:

Howard gave an update on the Sewer Relocation Project. The pre bid meeting was held June 6, 2023. Bid opening will be June 20, 2023. The project will also require the Town to purchase an easement. Howard received two appraisals and the purchase price will be \$11,854.50. The money has already been allocated for this within the project fund. Discussion was held. Jessup noted there is not much of an alternative. INDOT is requiring the movement of the sewer line. Motion to approve the purchase of the easement made by Caudill (Hobbs) passed.

Communication from The Clerk Treasurer: Fund report was reviewed. Duszynski reviewed the Supplemental LIT report. The Town received roughly an extra \$190,000 in LIT; \$118,000 in the general fund, \$36,000 in CEDIT, and \$36,000 in PSLOIT. It was to be distributed by June 1, but was not received until June 12.

Duszynski stated that she was finally able to sign up for the OCRA grant administrator class. She will be in Indianapolis June 15-16. This is the first class in a four part series. This will allow her to administer grants from OCRA and save the town money on hiring an administrator.

Communication from Boards:

Waterloo Redevelopment Commission: Pease presented the Baker Tilley TIF report. This must be done every year for the overlapping tax units. Pease reviewed the future projects. She discussed the progress of the downtown development. Pease also discussed the future public safety building. Pease reviewed some of the other projects the downtown needs.

Jessup asked if Waterloo Redevelopment Commission has looked into long term loans for developers. Pease confirmed they are working on that and exploring other options to increase development.

Waterloo Park Board: Howard gave an update on Veteran's Park. The next goal is the parking lot. Howard has reviewed two preliminary quotes. It is expected to be around \$65,000. The Park Board has \$29,000 at the Community Foundation. Howard would like to ask the Town to contribute \$35,000 to the project. Discussion was held. Jessup would like to put this on the July agenda. Caudill asked what the timeline was. Howard explained once it was awarded the contractors would decide. Motion to approve for town to contribute \$35,000 to the park for the Veteran's parking lot made by Caudill (Iddings) passed with a vote 3 to 1.

Approval of Minutes and Claims and Adjustments:

Minutes from May 9 reviewed. Jessup asked them to attached timeline for the unsafe building to them. Corrections reviewed. Motion to approve as corrected made by Hobbs (Iddings) passed.

Execution Session log sheet reviewed. Motion to approve made by Caudill (Hobbs) passed.

Adjustments were reviewed. Motion to approve made by Caudill (Iddings) passed.

Claims from May were reviewed. Motion to approve made by Caudill (Hobbs) passed.

Introduction of Ordinances/Resolutions:

- 1. Cemetery 23-04:** Jim Dunn, the grave digger, came and asked prices to be raised. Howard reviewed the prices. Jessup asked if the Town of Waterloo has a contract with Jim Dunn. The Town of Waterloo does not. Discussion was held. Hobbs would like more information. Jessup will contact funeral home directors.
- 2. Resolution 23-04: Transfer of 595 Wayne Street:** Howard presented Resolution 23-04: Transfer of 595 Wayne Street. The Town of Waterloo has received the property at 595 S Wayne Street. This will give approval to transfer the title to Waterloo Redevelopment Commission. Waterloo Redevelopment Commission has more capabilities in selling the property for development. There is a potential buyer. Jessup asked what the financial arrangements would be. Howard explained all the costs the Town of Waterloo incurred would be recouped by the Waterloo Redevelopment Commission and Town of Waterloo. Iddings asked if there was a survey. Howard would leave that to the new owner. Iddings also

asked if the Creek Run remediation could be removed. Howard confirmed it could be and would also be up to the new owner. Motion to approve Resolution 23-04: Resolution of Town of Waterloo to authorize town council president to sign documents involving the transfer of 595 S. Wayne Street to the Waterloo Development Commission made by Hobbs (Iddings) passed.

Old Business:

- 1. Marshal Department IT:** This quote was tabled in May. Oberholtzer has not looked into any alternatives. He is still concerned with the cost. Caudill stated it is expensive, but this could be beneficial in the future if there is no one on staff who is proficient with IT. Jessup is favorable that the Town of Waterloo is already using them. Oberholtzer did state it was unique to have an IT company so well versed with police programs. Motion to approve the quote for the Marshal department from Reliance IO made by Caudill (Iddings) passed.
- 2. Well Capping:** Tabled
- 3. DeKalb County on Aging:** Tabled.

New Business:

- 1. Police SOP58:** Oberholtzer explained the house bill that passed. This allows for smaller departments to send recruits to the academy for 8 weeks instead of 16 weeks. This would change the verbiage in the take home car policy to allow for it to be applicable to tier 1 or tier 2 individuals. Motion to approve Standard Operating Procedure 58 made by Caudill (Hobbs) passed.
- 2. Depot Deck Quotes:** Howard stated the deck on the Waterloo Historic Depot is failing and needs repair. Wolfe got quotes for concrete, composite and wood. Howard reviewed the quotes. Fuller Construction LLC had the lowest quote at \$22,000.00 for composite and \$18,000.00 for wood. Composite would be preferred. Fuller is also a local company. Discussion was held. Motion to approve the quote from Fuller Construction for \$22,000.00 for composite made by Caudill (Iddings) passed.
- 3. Troy Mechanical Quote for Warming Station:** Tabled. Jessup would like to table since Surber is not present.
- 4. Maple Street – Pipepatch:** Howard explained that during a sewer project a pipe was damaged. This will patch will fix the pipe in the damaged area. The area will need to be cleaned prior to the patch job. This was the only quote that was received. Howard will confirm the exact location of the pipe on West Maple. Motion to approve Culy Contracting for pipepatch in the amount of \$7,180.00 made by Hobbs (Caudill) passed.
- 5. Gibson Tax Abatement:** This is the annual renewal stating Gibson's are still in compliance. This abatement was from 2018 for an empty building. Jessup reviewed the application. This is the fifth year and expires in 2028. Discussion was held. Motion to affirm compliance for Gibson's Tax Abatement made by Caudill (Iddings) passed.
- 6. Phone Quotes:** Duszynski presented the quotes. She explained that the three were all for the current phone provider and the contract is up in July. She asked two other companies. One did not respond and the other sent the quote that morning but had not provided a demo of the platform. Jessup asked if this would include new phones. Duszynski explained that it did not, that the current phones were almost paid off and would continue to work with the new contract. Jessup advised if a new model was available new phones should be looked at, if

they are still on the same model, it would be best to keep the current phones. Motion to approve three-year contract made by Hobbs (Iddings) passed.

7. **Copier Quotes:** Duszynski explained the current copier lease was through Mid-City. They have sold out and it has been more difficult to contract them. WM Imaging provided a quote, the costs of the copies would be cheaper, but the new company would not cover 100% of the parts. Hobbs asked Duszynski if she wanted to change, she stated that once she found out that the parts would not be covered, she was less interested. This will not be going forward at this time.
8. **CD'S:** Duszynski presented a plan for investment; \$1,500,000 needs to remain in checking. \$2,215,000 can be invested. She explained that in municipal financing the interest can be all put back into the general fund or it can be put into the funds in which the money came out of. They money would go into three different CD's ranging from 90 days to 9 months. Discussion was held. Jessup would like to have a work session on this topic and have someone from the bank come to discuss the benefits of the different lengths of CD's.
9. **Baker Tilley Budget Prep:** Duszynski explained that they needed a new contract due to a rate increase. This increased the not to exceed from \$6,000 to \$6,700. The town spent \$2,000 roughly last year. She explained that she does most of the budget herself, but Baker Tilley provides the cash flow analysis and assists with the more uncommon budget issues. They have been the budget advisors for the last several years. Motion to approve the new contract made by Caudill (Hoss) passed.

Other:

Duszynski stated the Waterloo MainStreet Summer Parade and Festival was a success. The car show was a big hit, the parade had more participants, and vendor booths did well. Iddings noted that the History Day in the depot went well also.

Jessup asked about the new business in town. Howard stated Cup of Jojo's opened and has hours from 6-11am and serves coffee and breakfast. She has looked into a ribbon cutting and will get them a gift.

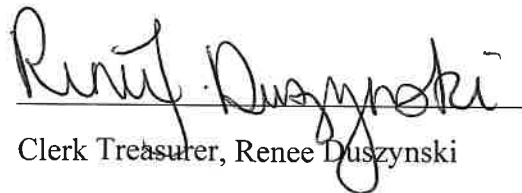
Jessup asked the cost of demolition for the house on Center Street. Howard stated \$15,000.00. A lien has been placed on the property.

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 13, 2023, and, as such appears in the official minutes of said Waterloo Town Council, in my custody.

Meeting was adjourned at 8:52 p.m.



President, Jess Jessup



Clerk Treasurer, Renee Duszynski