

Waterloo Town Council Meeting  
July 11, 2023

A meeting of the Waterloo Town Council was held July 11, 2023, at 6:03 p.m. at the Waterloo Historic Train Depot present were:

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

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

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

**Communication from the President:** None.

**Communication from Town Manager:**

Howard gave an update on funding for the sewer project. Currently, the project is estimated at \$16 million, the Town is tenth on the list to receive \$14 million from SRF.

The Town has hired three deputies; Andrew Spangler came from Monroe as a part time deputy. Zac Workman is eager to serve the public and will need to attend the ILEA. Truman Owsley, a former reserve, and Waterloo resident was just hired last week.

**Communication from The Clerk Treasurer:** Fund report was reviewed.

Duszynski stated that she attended the first class to become an OCRA grant writer. She learned quite a bit and is excited for the second session that will be held August 8-11. She will not be at the August council meeting. There are four sessions in total.

Duszynski announced that the billing software transition is almost complete. They will pull the final data Thursday, July 13 at the end of the day. The clerks will have to process all payments manually until all the data has been verified. Letters went out to residents last week.

The clerks all attended the ILMCT (Indiana League of Municipal Clerks and Treasurers) in Fort Wayne for the SBOA seminar. It was very beneficial to be able to go in person and have an opportunity to network.

**Communication from Boards:** None.

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

Minutes from June 13 were reviewed. Corrections reviewed. Motion to approve as corrected made by Hobbs (Caudill) passed.

Claims from May were reviewed. Hobbs reviewed the firefighter's payroll disbursement and the separation of the points and standby pay. Motion to approve made by Caudill (Hobbs) passed.

Adjustments were reviewed. Duszynski discussed the deposit returns. Motion to approve made by Hobbs (Caudill) passed.

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

- 1. Ordinance to Amend Chapter 91: Cemetery:** Jessup reviewed the prices of grave openings from other cemeteries. The proposed ordinance would increase the cost of grave openings by \$100. This increase would be passed on to the contractor to do the grave openings. Motion to approve made by Caudill (Surber) passed. Motion to waive second reading made by Hobbs (Iddings) passed. Motion to make effective August 12 made by Caudill (Iddings) passed.
- 2. Resolution 23-04 Water Dept Money Transfer:** Jessup reviewed the Resolution. Duszynski explained that the deposit report from the billing program did not match the accounting program. This was due to errors in refunding deposits. The clerk's office reviewed all of the deposits on file and was able to reconcile them. This resolution will allow the transfer of money so that the funds match the deposit report. Motion to approve made by Surber (Hobbs) passed.

### **Old Business:**

- 1. Well Capping:** Tabled.
- 2. Council on Aging:** Tracey Bell and Jenese Brown from the DeKalb Council on Aging presented. Bell explained the mission of the DeKalb County of Aging. They work with seniors to help provide resources and assistance in many areas such as Medicare, taxes, outings, transportation, yoga, and social interaction. Three key projects of focus are getting a kiosk to help track and communicate with clients. The second is updating ADA, handicap doors need to be installed and updated. The third is to expand the food pantry to include gardens, for fresh produce.

Bell discussed the transit program. Brown explained 45 residents utilize this service, and DART made 1400 trips to Waterloo. DART is for everyone. They also provided transportation for children outside of the district after they returned to school during the COVID pandemic.

Jessup asked what percentage of their budget comes from private donations. Bell does not have the exact number for individual private donations. It is a small part of the 20% match that they are required to have. The majority comes from towns and townships. Surber expressed his gratitude for the services they provide. Jessup asked if the Town could specify which project their donation would support. Bell confirmed. Discussion was held. They are short \$5,000 for the kiosk and \$3,500 for the ADA projects. A year of maintenance for the kiosk is \$2,000. Jessup proposed a donation of \$5,000 for the kiosk, \$1,000 toward kiosk maintenance, and \$3,500 for the ADA door. The last donation was \$9,000 in 2020. Motion to approve donating \$9,500 to be applied as follows; \$5,000 for the kiosk, \$3,500 for the door and \$1,000 toward kiosk maintenance made by Iddings (Hobbs) passed.

- 3. Depot Deck Samples:** Tabled.

4. **Troy Mechanical Quote for Warming Station:** Surber explained the water was off at the Lion's Club because of broken pipes. Jessup asked how necessary plumbing was used. Surber stated the bathroom gets used when they have events. Jessup stated the whole system was not put in properly, and unsure if fixing as is a good idea. Discussion was held. Surber and Iddings agreed it is not in the best interest to repair it at this time.
5. **CD's:** Duszynski reviewed the proposed CD investment plan. Discussion was held about the RFP process. Discussion of the plan to use the money was held. There will be future work sessions on this topic. Motion to approve the RFP for CDs as follows: 90 day CD \$750,000, 6 month CD \$750,000, 9 month CD \$715,000 made by Caudill (Hobbs) passed. Jessup would like this to be presented at the next Redevelopment meeting.

**New Business:**

1. **Award Sewer Line Relocation Contract:** Howard stated one bid was received for \$380,122 from Ottenweller Contracting. It was \$4,000 below the engineer's estimate. Chris Lalonde and Pam Howard met with them. INDOT is giving \$535,000 toward the project. There should be no cost to the town. Motion to approve the bid by Ottenweller Contracting for \$380,122 made by Caudill (Hobbs) passed.

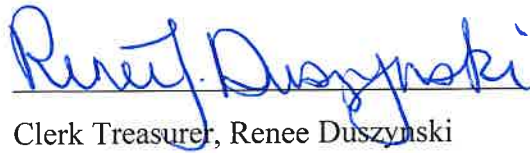
**Other:**

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

Meeting was adjourned at 7:57 p.m.



President, Jess Jessup



Clerk Treasurer, Renee Duszynski