

Waterloo Town Council Special Meeting  
December 28, 2023

A meeting of the Waterloo Town Council was held December 28, 2023, at 6:00 p.m. at the Waterloo Historic Train Depot present were:

Greg Iddings	Josh Caudill
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.

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

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

Executive Session Log Sheet reviewed. Motion to approve Executive Session Log Sheet was made by Surber (Iddings) passed.

**New Business:**

- 1. Transfer of Appropriations:** Duszynski read resolution 23-09. She reviewed the process for transferring appropriations from one category to another. Motion to approve Resolution 23-09 was made by Surber (Iddings) passed.
- 2. Transfer of Sanitation Fund:** Duszynski reviewed the resolution. She explained that the Sanitation fund has a negative balance and cannot end the year that way. A transfer needs to be done to leave it at a zero balance. The negative balance is caused from residents not paying for their trash services in a timely manner. Motion to approve Resolution 23-10 was made by Iddings (Surber) passed.
- 3. Dan Hjelm Hire:** Howard explained Chris Lalonde, current utility superintendent, has put in for retirement and is using his personal days for the remainder of his employment. Howard stated Hjelm has been acting in the position in that time. She reviewed his qualifications. Howard would like to have Dan Hjelm promoted effective January 1, 2024. Caudill thanked Hjelm for his services. Hjelm stated there would be letters from the council needed as well for the state to authorize him as the signer. Motion to approve Dan Hjelm as Utility Superintendent effective January 1, 2024, with Chris Lalonde stepping down was made by Surber (Iddings) passed.
- 4. Wastewater Employee Hire:** Charles Peet has been interviewed several times. Now that Hjelm is being promoted there will need to be a replacement. Peet is interested in the position and desires to work for Waterloo. Hjelm believes he will be a great fit for the team. Motion to approve Charles Peet as a wastewater employee was made by Surber (Iddings) passed.
- 5. Easements: Chris Johnson and Deann Munger:** The future wastewater project requires the town to acquire more easements. The two property owners are Chris Johnson and Deann Munger. They have reviewed the purchase agreements and are in approval. Caudill stressed these two easements are required for the project to go to bid. Motion to

accept the purchase agreement for the property owned by Chris Johnson for \$24,800.50 was made by Surber (Iddings) passed.

Motion to accept the purchase agreement for the property owned by Deann Munger for \$1,200.00 was made by Surber (Iddings) passed.

Munger asked for confirmation of the legal owner of a tree in the right-of-way. Howard confirmed the tree was in fact owned by the town and if it needed removed the town would be responsible.

6. **COCIGIS Interlocal Agreement:** The county partners together for the ESRI license for GIS. This is renewed every two years. Motion to approve the ESRI license was made by Iddings (Surber) passed.
7. **Smithfield Contract:** Duszynski stated the contract for 2024 has remained the same, except for a 3% increase as recommended. Motion to accept Smithfield Contract was made by Iddings (Surber) passed.
8. **Grant Township Contract:** Duszynski reviewed, she stated that 3% cost of increase over last year and cost of insurance is filled out. Kruse reviewed. He stated item #6 should read 2025. Motion to approve Grant Township Contract as amended was made by Surber (Iddings) passed.
9. **SRF Signatory Resolution:** Caudill read resolution. This will allow Caudill to be the authorized signer for the SRF loan. Motion to approve Resolution 23-11 was made by Surber (Iddings) passed.

**Old Business:**

1. **Insurance:** Duszynski discussed issues with the current broker. The current dental and vision policy expired 12/1/23, Duszynski had filled out an application for new insurance but never received back a quote to take to council to accept. She received a bill for a policy and then later the terms and conditions. If the bill had been unpaid, it would have caused a lapse in essential benefits to the town employees. It is a one-year policy. Kruse advised finding a new broker. Motion to approve was made by Surber (Iddings) passed.

**Floor:**

**Other:** None

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 December 28, 2023, and, as such appears in the official minutes of said Waterloo Town Council, in my custody.

Meeting was adjourned at 6:41 p.m.

  
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Vice President, Josh Caudill

  
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Clerk Treasurer, Renee Duszynski