

Waterloo Town Council Meeting
December 12, 2023

A meeting of the Waterloo Town Council was held December 12, 2023, at 6:00 p.m. at the Waterloo Historic Train Depot present were:

Greg Iddings	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.

1. Additional Appropriation Hearing:

Hearing opened at 6:00 p.m.

Duszynski reviewed additional appropriations. No questions and comments from the floor and from council members. Motion to approve Resolution 23-07: Resolution of Town of Waterloo to approve additional appropriations made by Surber (Iddings) passed.

Hearing adjourned at 6:05 p.m.

Caudill did roll call and the pledge was recited.

Communication from the President: None.

Communication from Town Manager:

Howard stated there are several board positions vacant. BZA, Plan Commission, Park Board, and Town Council have vacancies. Howard reviewed the positions. Jack Oaks is interested in plan commission and will come in to discuss. Howard would like a council member to be present for the meeting.

Howard and Duszynski met with Lisa Lee, Bond Council with Ice Miller. The Wastewater project should be going to bid on December 23rd but will be pushed back. Ice Miller, Baker Tilley, Midwestern Engineers, and the Town will meet on December 19th. Midwestern will provide an update on the timeline. They have not met the current deadlines.

Howard has been working with Northeastern Realty Group on several properties in Waterloo, including downtown.

The US 6 sewer relocation is going well. It should be wrapped up on January 8th, and they will come back in the spring to seed and fix the asphalt on the road.

The application deadline for the Hometown Hero banners has been extended until December 22nd. We've received 19 applications so far.

Amtrak has been granted funding for a feasibility study to take a passenger route through Fort Wayne. Howard is unsure of the impact on Waterloo.

Howard gave an update on the speed limit issue at the corner of US 6 and Center Street. Rumble strips, reflective signs, and a lower speed will be implemented by 2025.

Communication from The Clerk Treasurer:

Fund report reviewed. Duszynski stated they have not received the December settlement.

The year-end meeting will be held at the Depot on December 28th at 6 pm.

Communication from Boards and Committees:

Duszynski stated that the Main Street tree lighting at Francis Thomson Park went well. There were the same number of trees as last year, but different businesses were involved. Next year they will try to do better advertising for this event.

Main Street needs members and volunteers.

Approval of Minutes and Claims and Adjustments:

Minutes from October 10th were reviewed, and corrections were made. Motion to approve as amended was made by Hobbs (Surber) passed.

Minutes from October 24th were reviewed, and corrections were made. Motion to approve as amended was made by Iddings (Surber) passed.

Minutes from November 14th were reviewed, and corrections were made. Motion to approve as amended was made by Surber (Iddings) passed.

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

Claims reviewed. Caudill asked if there were still invoices to be received from the US 6 sewer relocation project. Howard confirmed yes.

Caudill asked about the late fee on the Casey's bill. Duszynski will repay. There was an issue with autopay, username, and password that has since been corrected. Motion to approve was made by Hobbs (Surber) passed.

Adjustments: Duszynski reviewed adjustments. Motion to approve adjustments was made by Iddings (Hobbs) passed.

Ordinances/Resolutions:

- 1. Salary Ordinance 23-07:** Duszynski reviewed the interim superintendent addition. This will allow employee compensation; corrections were made to the title and pay schedule. Motion to approve Salary Ordinance 23-07 was made by Hobbs (Surber) passed.

Motion to approve the \$3,000 bonus for Dan Hjelm was made by Hobbs (Surber) passed.

- 2. Salary Ordinance 23-08:** Duszynski reviewed the ordinance. There was overall a 5% COLA raise. Several jobs, including the code enforcement, water and wastewater, and the cemetery mowers all had their pay scales restructured in order to provide competitive pay. Distribution discussed. Caudill suggested to pay Council and the Clerk Treasurer out of general and water not wastewater. Motion to approve as amended made by Surber (Iddings) passed.
- 3. RDC Amended Resolution 23-08:** RDC has been working with Lisa Lee, Ice Miller, to assist with a resolution that will allow RDC to give to a nonprofit to assist with development and fund public safety. RDC approved and then Plan Commission approved. If the council approves it will go to RDC in a public hearing on December 27th. Motion to approve RDC Amended Resolution 23-08 was made by Hobbs (Iddings) passed.

Old Business:

- 1. U.S. 6 Speed Limit Change:** tabled.
- 2. Business Zoning Issues:** tabled.
- 3. Personal Policy:** tabled.

New Business:

- 1. Follow up on Unsafe Building 905 Ruman Street:** Caudill stated there was question on the timeline due to a stop work order. The project is back on schedule. New windows have been installed. Hobbs questioned if any further discussion should be in a hearing. Kruse stated this was seen as an update not a decision. Hobbs stated that any difference in the timeline would cause immediate demolition. Kruse stated these are topics to be discussed and a hearing called if needed. Caudill questioned the impact the stop work order had by taking time away from work being completed per the order. Hobbs stated the stop work order was a direct result of their disobedience, starting work before the mold test had been done. Hobbs referred to the timeline provided by Code Enforcement and stated the owner had not completed the requirements in good faith. Hobbs pointed out that it wasn't until Code Enforcement issued the stop work order that the mold test was done. Discussion was held. Jon Thomson, a neighbor, does not feel adequate progress has been made. The mold test was not done on time, the windows have not all been replaced, and the owner did not properly address the mold issue. Due to the broken

order, an order to enforce demolition will move forward through the legal process. Andrew Kruse stated he would begin that process the next day.

2. **Permission to advertise for a Wastewater Employee:** Howard would like permission to start advertising for a wastewater employee. With Chris LaLonde's absence they are shorthanded, and help is needed. Howard also would like to do the interviews with the town manager, liaison, and supervisor, as it has in the past. Hobbs would like to think about that. Charles Peet is still interested, and she would like to reach out to him. Council is aggregable to the advertisement.
3. **Fire Contract:** Grant Township's contract is still waiting on the insurance details. Smithfield Township's meeting is next Tuesday, they will have the contract to us for the year-end meeting.
4. **CEDIT Plan:** Duszynski reviewed. This plan is to go on file at the Auditor's office. CEDIT is a form of local income tax for Economic Development. The CEDIT plan is a two-year plan of capital projects that the total or a portion of the project will be funded with CEDIT money. Motion to approve CEDIT Plan was made by Surber (Iddings) passed.
5. **Insurance Renewal:** Duszynski explained that the previous dental and vision plan was a 3-year contract ending December 1, 2023. On December 1, 2023, she received an invoice for the new service. She was aware that the broker was going out for a quote but had not been presented with a policy prior to the billing. She was unsure how this plan compared to the previous policy. Duszynski will forward the broker's contact information to Andrew. He is going to follow up with the broker to stress the importance of the council having this info with time to make an informed decision.
6. **Country Village:** Howard stated the HOA in Country Village is restructuring and may dissolve. James Garman, CVCA HOA president, came to Howard to discuss the public spaces that Country Village owns. Failure to maintenance these areas can cause drainage issues and ultimately damage to our roads. The town could take possession of the areas and maintain them. This would benefit the town. Garman spoke about the association and issues with maintenance. He feels the HOA is unnecessary; the town enforces violations related to code enforcement and maintains the infrastructure. Members of the HOA were weary of dissolving the HOA without confirmation from the town that the town would not put extra assessments on the residents in Country Village based on the transfer of ownership. Discussion was held. Garman asked the council for confirmation and approval of the transfer of ownership of the public spaces, including Block A and Block B, upon the dissolution of the HOA. Iddings asked if HOA fees are collected and who collects them. Garman stated they were collected in 2023, but before that they had not been collected since 2019. Iddings asked if they would still be collected if the town took ownership. Garman stated transfer of ownership wouldn't happen until the HOA had a vote to dissolve. At that point, no new dues would be collected. There will be legal documents for the transfer. The council agreed to issue a statement in favor of accepting the transfer of property upon the dissolution of the HOA and stated that the town would not pass on any new assessments to the residents of Country Village for the maintenance and upkeep of the public spaces including Block A and Block B.

7. Board Appointment:

Josh Caudill, Vice President, appoints Linda Higgins, Trina Caudill, and Sallie Pease to the Redevelopment Commission and Cheryl Davis to the Park Board. These are current board members and we're only renewing their term.

Two council appointments to the Redevelopment Commission for Sabinia Keen and Russ Goodman were made by Surber (Hobbs) passed.

Josh Caudill for the council appointment for the Plan Commission was made by Surber (Iddings) passed.

- 8. Surf Internet:** Howard and Duszynski met with Surf to get service to the Town buildings. Surf does house equipment at the Water Department, that was contracted at \$50 per month, but has offered a discount on services for offering. Motion to approve Surf Internet was made by Hobbs (Surber) passed.
- 9. Planters and Trash Containers:** Howard stated the Redevelopment Commission purchased new planters and trash containers for the downtown. Dave Wolfe does not think they will stay intact if moved. Howard would like permission to dispose of them. Motion to dispose was made by Iddings (Hobbs) passed.

Floor:

James Garman is interested in starting a business downtown. He would like input on what businesses are needed. Services, groceries, food, dinner were all suggested.

Jon Thomson verified the demolition at 905 Ruman will proceed. Kruse stated he would file the necessary paperwork to obtain a court order.


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 12, 2023, and, as such appears in the official minutes of said Waterloo Town Council, in my custody.

Meeting was adjourned at 8:16 p.m.



Vice President, Josh Caudill



Clerk Treasurer, Renee Duszynski