

Waterloo Town Council Meeting  
November 12, 2024

A meeting of the Waterloo Town Council was held November 12, 2024, at 6:01 p.m. at the Waterloo Historic Train Depot present were:

Josh Caudill	Ken Surber
Greg Iddings	Russell Goodman
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.**

**Communication from the President:** None

**Communication from Town Manager:**

Howard stated the well pump 1 went down Sunday evening. The pump was replaced in November 2023. Hjelm had Tim Eberle, Electrician, come out and assess if it was an electrical issue at the plant Eberle said it was not so Hjelm called Peerless Midwest. Howard advised Hjelm to call Ottenweller to find out if it was still under warranty. It was, and they were out today and replaced the motor.

Country Village Lift Station pumps that we replaced have not been chopping the rags as promised. This has been an issue with these pumps since they put them in a year ago. They came on Friday and replaced pump 1 and took it back to the plant to have it reworked. They will pull pump 2 when pump 1 is fixed, take it back to the plant, and rework it. They have not had this issue; they hope that it is not because there is not enough voltage. That lift station was not converted to three phase due of cost, NIPSCO wanted over \$33,000 for the installation.

Veteran's Day service was a success. Deputy Spangler did a fabulous job at speaking. Howard stated she is proud of our service men and women!

Randy Koeppe would like to have a water line run to his house at 590 N Center Street, which is in town, it is inside town limits so they should be provided water. Howard and Hjelm will meet with Koeppe to discuss timeliness and do a cost analysis.

The Town was awarded a Community Crossing Grant that will allow town to pave three roads in town: E Van Vleek and Cedar Street will get a mill and fill of 2", the town match will be \$24,025.

Center Street will have drainage work, including curb and gutter repair, some sidewalk repair, full-depth patching, and a 2" overlay. The town was awarded \$1,384,466.25, the town match will

be \$346,116.25. The advertisement for bids was in the paper today and will be again on the 19<sup>th</sup>. The pre-bid construction meeting will be on November 20<sup>th</sup> at 10:00 am at the Waterloo Historic Depot. All bids must be received by 4:15 pm and open and read at 4:30 pm on December 3<sup>rd</sup> at the Waterloo Town Hall. Waterloo Council will award the bid at the December 10<sup>th</sup> meeting at 6:00 pm.

Along with Center Street bid we will be adding additional bids. On Center Street from Cedar Street to Walnut Street has 10 water hookups that we are bidding out. There are two water mains on that stretch of road. Those houses are still hooked to the old 4" main, we want them connected to the newer 8" main that is existing.

Center Street has storm, water and wastewater projects that are also being bid separately but are related to this project.

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

Duszynski reviewed the fund report.

The Insurance renewal form for the property and liability has been turned in, along with the renewal for the fire department. Those should be back within the next month.

The Cemetery Endowment CD has matured. The interest in this CD is what funds the Cemetery Fund. Typically, in the past it has always a 2-year CD, but with the current rates she recommended 119 days at 4.6%.

The contract with Washler is going to be up soon. There will need to be a work session to discuss what the council would like in the contract for trash collection before Duszynski asks for quotes.

### **Communication from Boards and Committees:**

The Main Street Holiday Block party will be held Saturday November 23<sup>rd</sup> from 4:00 pm to 10:00 pm. There will be a band, food trucks, Santa and more. The highlight of the evening will be the auction of the planter boxes at 5:30. Duszynski will send out invitations for that to local businesses.

Main Street Tree Lighting will be held Saturday December 7<sup>th</sup> at 6:00 pm at Francis Thomson Park. New Life Lutheran will have a pastor speak and there will be cookies and cocoa in the park.

Sallie Pease, President of Waterloo Redevelopment Commission reviewed the 2025 spending plan: Debt service \$400,179.14, Capital Expenditures Center Street Project Infrastructure \$264,414.00, Housing \$250,000.00, Downtown Development \$300,000.00, Contributions to local non-profit organizations \$25,000.00, Expenditures related to Capital and Operating Expenses Public Safety \$500,000.00

Caudill appreciated the presentation. He is thankful to have financial assistance from RDC in bringing on a full-time fire department.

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

Minutes from October 22<sup>nd</sup> reviewed. Motion to approve made by Goodman (Iddings) passed.

Minutes from October 28<sup>th</sup> reviewed. Motion to approve made by Goodman (Iddings) passed.

Minutes from October 7<sup>th</sup> reviewed. Corrections reviewed. Motion to approve as amended made by Surber (Goodman)

Claims reviewed. Motion to approve made by Iddings (Goodman) passed.

Adjustments reviewed. Caudill asked why there is adjustments for high usage. Duszynski explained it is outside of summer sprinkling credit and these individuals had written letters and were approved that the water did not go through the sewer. Motion to approve made by Surber (Iddings) passed.

### **New Business:**

- 1. Depot Hire:** Howard introduced Lori Rose. Howard interviewed her and felt she would be a good fit. Lori Rose passed her background check. Lori Rose has always worked the third shift. Howard promoted Trisha Knox to Depot Manager. There were 2 open positions, and Knox feels they can maintain with only 3 people. Caudill confirmed Rose was able to shovel etc. The Motion to extend offer of employment to Lori Rose made by Iddings (Surber) passed.
- 2. County Highway Refund:** Howard explained the DeKalb County Highway Departments moved into 3942 E US 6 in Waterloo. Glen Crawford, County surveyor, did the work. Howard would like to waive the connection fees for the 1" line and 2" line totaling \$5,253.00. Hartman stated the County did give \$200,000.00 for engineering and would like to see mutual cooperation. Caudill suggested both inspection and connection totaling \$5,333.00. Motion to refund \$5,333.00 made by Goodman (Iddings) passed.
- 3. Citizen Academy:** Howard stated that Surber spoke to Andrew Klinger Town Manager of Plainfield at AIM about their Citizen Academy. Howard presented the program designed for Waterloo. Garman suggested opening it up to students as well. Howard would like to cap the limit. Caudill asked about liability. Kruse stated it should not be unless they were riding in vehicles. He suggested a waiver of liability. Caudill would like to see the liaison be present during each department walk through.
- 4. Dog Ordinance:** Howard stated there has been recently multiple complaints about dog hording. Howard and Garman discussed the issue of loose dogs as well. They feel the whole ordinance needs revised. Howard would like to see code enforcement listed as authority for this ordinance. Iddings asked how many animals constitutes as hording. Howard currently has suggested at 5. Discussion was held. Continued discussion will take place. Kruse will see what Auburn has in place.

5. **Waterloo Fire Department:** Caudill presented the job description for a full-time fire chief and personnel. He would like these to be officially voted on before posting the position. He stated there have been several meetings with Chief Kirby Hobbs to design these job descriptions. Duszynski suggested listing the personnel hours to be “as decided by chief” to allow for flexibility. Motion to approve Fire Chief description and personnel as amended was made by Goodman (Surber) passed.
6. **Smithfield Fire Agreement:** Caudill presented. Duszynski stated the amount is the total amount that Smithfield used to split between he Town and Grant Township. The rest of the contract is the same as in years past. Motion to approve Smithfield Fire Agreement was made by Goodman (Iddings) passed.
7. **Midwestern Pay Claims:** Mark Sullivan, Midwestern Engineering, gave an update on the progress of the project. The contractors have started ordering items. Division 2 will start next week in the collection system. Division 1 will not start until the beginning of the year. He provided a revised pay claim #1 with the correct notary. He explained there will be a 5% retainage on each claim. Approve pay claim #1 for \$221,825.00. He presented pay claim #3 from Jackson for \$11,400.00. Motion to approve made by Goodman (Surber).
8. **Labor Standards Contract:** SRF requires labor standards. Klien Peter will monitor this. The contract is \$40,000.00 and will go directly to him. He will monitor the payroll from then report if from the State. He suggested that Kruse review the contract, but recommends it gets approved before the project advances too much more. He asked about groundbreaking. Howard would like to.
9. **Salary Ordinance Amendment 24-07:** Caudill asked Duszynski to prepare an amended Salary Ordinance adding longevity. Caudill would like to lower the maximum from \$2,000.00 to \$1,500.00. Duszynski, has it coming out of CEDIT. He also would like it stated this is not guaranteed. Motion to approve made by Goodman (Iddings) passed.

**Floor:** None

**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 November 12, 2024, and, as such appears in the official minutes of said Waterloo Town Council, in my custody.

Meeting was adjourned at 7:59 p.m.



President, Josh Caudill



Clerk Treasurer, Renee Duszynski