

Waterloo Town Council Meeting
December 10, 2024

A meeting of the Waterloo Town Council was held on December 10, 2024, at 6:02 p.m. at the Waterloo Historic Train Depot present were:

| | |
|------------------------------|-----------------------------------|
| Josh Caudill | Ken Surber |
| Greg Iddings | Russell Goodman |
| James Garman | 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.

Public Hearing: Additional Appropriations:

The hearing opened at 6:02 pm. Duszynski stated the legal ad was published in KPC on October 29, 2024. She reviewed line items. She explained that the need for additional appropriations for the salaries were not due to increase in wages, but due to a shift in the distribution of the wages. The excess expenditure in MVH was accounted for in their unappropriated budget, but it had not yet been appropriated since it was unsure when the invoices would be received.

No comment from the council and no comment from the public.

Motion to approve the additional appropriations was made by Goodman (Garman) passed.

Hearing adjourned at 6:08 pm

Caudill did roll call and the pledge was recited.

Communication from the President: None

Communication from Town Manager:

Howard stated that the newsletter will go out this week.

She is still communicating with Maverick; they are still working to get that project moving.

Communication from The Clerk Treasurer:

Duszynski stated that the cemetery endowment is kept in a CD, and the interest from the CD is one of the major sources of revenue for the Cemetery fund. She stated that it had historically been kept in a 2-year CD, and she would like to advise rolling it into shorter CD's with higher interest rates. She will roll the CD into a 119 day CD.

Duszynski stated that there will need to be a special meeting for the year end on December 30. She will send out an email to schedule.

Communication from Boards and Committees:

The Main Street tree lighting was held December 7th. She stated that it was very successful and that they had great participation from local businesses. The Holiday Block party which was held on November 23rd was also very successful. The art auction brought in \$2,250, and that was split with the artists and Main Street. The portion that went to Main Street will be put in the design fund and help to launch the next art installation. She stated that they were looking forward to 2025.

Approval of Minutes and Claims and Adjustments:

Minutes from November 12th reviewed. Corrections reviewed. Motion to approve as amended made by Garman (Iddings) passed.

Minutes from November 25th reviewed. Corrections reviewed. Motion to approve as amended made by Goodman (Garman) passed.

Claims reviewed. The Ortman voucher 10279 was for \$114,666.00 rather than the \$11,466.00 amount of the invoice. Caudill would like to make sure there is a process in place to prevent this error from happening. She stated that there typically is, but due to vacations the normal process was not followed. She will make sure that there is a process for periods involving vacation. Motion to approve made by Goodman (Iddings) passed.

Adjustments reviewed. Motion to approve made by Garman (Goodman) passed.

Introduction of Ordinances and Resolutions:

1. **Salary Ordinance 24-08:** Duszynski reviewed the changes to the longevity pay. She explained that it has been changed to service in 3rd year vs after 3 years of employment. She stated that is the process for earning vacation and sick time as well, and it is best to keep it uniform. Motion to approve Salary Ordinance 24-08 was made by Garman (Goodman) passed.
2. **Salary Ordinance 24-09:** Duszynski presented the 2025 salary ordinance. The salaries reflect what was discussed during the budget process along with the current wage matrix for applicable departments. It was stated that since there is now a full time fire chief the stipend for the volunteer chief needed to be removed. Duszynski will make the correction. Motion to approve Salary Ordinance 24-09 as amended was made by Goodman (Surber) passed.

New Business:

1. **Fire Department New Hire:** Howard stated the Council hired Chief Hobbs to be full-time. Hobbs was very involved in the interview process. She stated Hobbs, Goodman and herself interviewed Eric Floehr. Hobbs stated he previously lived in Waterloo and had been a volunteer, after he moved to Fremont he switched departments. Motion to extend an offer of employment effective January 1 to Eric Floehr made by Garman (Goodman) passed.
2. **Center Street:** Wes Downing, A&Z Engineering, is present to review the bid opening. Pulver was the lowest cumulative bid. A&Z stated there was an error in the excel spread sheet for the bids, but there were not enough errors to upset the bids. Pulver total was \$1,972,972.75, and the engineer estimate was \$2,483,482.00. A&Z

recommends the award to Pulver, and they have provided a notice to award letter. Howard reviewed funding: MVH community crossing grant match is \$373,234.69, and \$70,634.00 in noneligible funds, water portion is \$291,960.00 and will use ARPA funds, wastewater portion will be \$48,940.66 paid out of ARPA and TIF will pay the remaining \$68,339.34. Motion to approve was made by Goodman (Garman) passed.

There is also an agreement between the owner and contractor, this includes the completion dates and requirements of the contractor. Kruse approved the agreement. Motion to approve contract was made by Goodman (Garman) passed.

3. **Midwestern Pay #4:** Mark Sullivan, Midwestern Engineering, reviewed pay claim #4. Total due for claim #4 is \$294,800.00 less than a \$29,325.00 retainage. There is also a claim for Midwestern for \$35,469.58. Motion to approve pay claim #4 and the claim for Midwestern and sign the claim forms as recommended by Sullivan made by Garman (Goodman) passed. Sullivan gave an update. Division 2 has started. Sullivan introduced Matt McClain, the inspector he has been onsite daily. He puts forms and pictures on the project hub.
4. **Midwestern Second Inspector:** Mark Sullivan had a second resume for a back up inspector for any reason Matt McClain would not be available. He reviewed for Bryce Carter. Motion to approve back up inspector was made by Surber (Iddings) passed.
5. **Wage Consulting:** Sullivan stated there needs to be labor standards and wage reporting since it is federally funded. This can be a very daunting process. Klein-peter offers wage consulting. Mark Sullivan reviewed the agreement. Motion to approve made by Goodman (Garman) passed.
6. **Fire Department Renewal:** Duszynski reviewed. VFIS is current, comes in under. Chris Childers, Lupke Rice, is present. Duszynski reviewed the differences in policies. Childers discussed quality differences in McNeil compared to VFIS and how he can give better quality services and dedication. There will need to be a special meeting to vote on this. Kruse asked if the current policy provided guaranteed services. Childers stated not that he was aware of. He discussed the high quality of McNeil versus VFIS. Duszynski urged the council to remember that switching is more than just a price, it is important to interview brokers for quality. This will be voted on at a special meeting.
7. **Garbage Contract:** Duszynski explained that the current contract is up and Washler will provide a 6-month extension for the January meeting. She stated that the council will need to think of what conditions they would like to see in the contract. She stated that currently the downtown businesses do not have to pay for service, the town currently pays for it, and she is not found any reason why. It was speculated that most businesses had provided their own dumpsters previously. Howard asked the council to consider more large item pick ups to help with code enforcement.
8. **Attorney Agreement:** The quarterly rate would be \$1275 for 2025. Kruse stated he enjoyed serving the town. Motion to approve made by Goodman (Surber) passed.
9. **Sexton Agreement:** The agreement was raised to \$2,000.00 from \$1,750.00. Motion to approve made by Garman (Goodman) passed.
10. **Board Appointments:** Redevelopment: Caudill reappoints Linda Higgins, Trina Caudill, and Sallie Pease as presidential appointments. Motion to appoint Josh

Garman and Sabinia Keen as council appointments made by Surber (Goodman) passed.

Park Board: Caudill reappoints Cheryl Davis for 1 year and Al Shuman for 4 years.

- 11. Capital Asses:** Duszynski stated that during the last audit the only finding was on capital assets. The Water and Wastewater have been working with Wessler on their asset management plan, and she will be able to utilize that for the Annual Financial Report. Wessler had stated that they would provide a limited amount for other asset management. Duszynski and Howard met with Wessler and discussed having them focus on the asset management for the storm water system. This would be ideal since Wessler specializes in utilities and the town has not had a plan for the storm water system.

She presented a contract from Clarity Capital Consulting not to exceed \$5,000. She stated that the owner, Mike Crowley, was a former auditor for the SBOA and is well versed on what is expected during an audit. He would inventory and assist with valuation and depreciation. Goodman asked what funds would be used to pay for this. Duszynski stated it would come out of next year's budget and CEDIT, Riverboat, or CCI could be used depending on other expenditures. Motion to approve contract for Clarity Capital Consulting made by Goodman (Iddings) passed.

- 12. Personnel Policy – Longevity:** Howard reviewed, it will need to be amended to reflect the updated salary ordinance that was passed this evening. Tabled.
- 13. RDC Purchase of 280 N Wayne:** Howard gave an update. Redevelopment wanted to purchase 280 N Wayne. Howard reviewed the process. Kruse reached out and advised they need two appraisals. The commission is working on getting two appraisals. Howard stated that typically Redevelopment does come to council for their blessing. Howard will have Sallie Pease come to the next council meeting to ask and discuss the appraisals.

Floor:

Other:

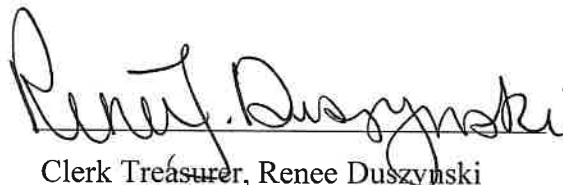
Goodman would like to have a strategy meeting before the meeting with Grant Township. Wednesday December 18th at 6:00 pm.

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 10, 2024, and, as such appears in the official minutes of said Waterloo Town Council, in my custody.

Meeting was adjourned at 8:38 p.m.



President, Josh Caudill



Clerk Treasurer, Renee Duszynski