

**Waterloo Redevelopment Commission Meeting
Wednesday, March 26, 2025 Minutes**

A meeting of the Waterloo Redevelopment Commission was held on Wednesday, March 26, 2025 at the Waterloo Town Hall. The meeting was called to order at 5:02 PM.

The following members were present at the meeting:

Sallie Pease, President	Linda Higgins
Sabinia Keen, Vice President	Josh Garman
Trina Caudill, Secretary	Pam Howard, Town Manager
Ken Surber, Town Council Member	
Tony Oneal, DeKalb Central School Board Representative	

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

1. Guest Speaker- Pete Olson, Director of Government Advisory, and Innovation at Veridus

- a. Pete Olson explained the contract that was previously given to Waterloo RDC.
- b. Pete Olson stated that the goal is to attract business, create a market analysis, and look at the 280 North Wayne property for space designation.
- c. Pete Olson stated that he has worked with various communities including Steuben County, Rising Sun, Brown County, and Yorktown.
- d. The contract presented to Waterloo RDC included a Property Condition Report for \$12,000.00 and Strategic Planning for Incubation Development for \$20,500.00. Strategic Planning will include a report and three meetings.
- e. Pete Olson stated that Veridus would be a support for the beginning of the project until the end.
- f. Pete Olson stated that Veridus would not work with local contractors, but could have contractors available if Waterloo RDC agrees to enter into a contract with them.
- g. Veridus has previously worked with Waterloo for a Development Roundtable. Trina Caudill questioned Pete Olson due to lack of follow through. Pete Olson stated that Veridus was going through a "period of change" during that time.

- h. Josh Garman asked how long the process would take if Waterloo RDC voted to accept the contract. Pete Olson stated that he believed it would be about three months.
- i. Josh Garman asked if a vote was going to be taken on the contract. Trina Caudill stated that she would like to see the updates before voting on the contract. A motion was not made to take a vote.
- j. Pete Olson agreed that language needs to be updated in the contract. He will work with the Veridus team and have an updated contract at the April Waterloo RDC meeting.

2. Rental for State of Indiana

- a. Pam Howard stated that she was asked if there was an available space for rent for three state contractors to use for a one year time frame while a project was being completed. A local property owner was contacted, but had no available space. Pam asked if Waterloo RDC would be willing to rent space at 280 North Wayne Street.
- b. After getting advice from Anton King at DeKalb County Economic Development, Pam Howard suggested a fee of \$600 a month with all utilities included for the use of 300 square feet. A motion to offer a contract for \$600 a month with all utilities paid for the use of 300 square feet was made by Trina Caudill (Linda Higgins).
- c. Pam Howard will contact Andrew Kruse to create a contract to present to INDOT.

3. Waterloo Marshal's Department Request- Jay Oberholtzer

- a. Jay Oberholtzer stated that he was coming to Waterloo RDC to request funds for AED devices and a vehicle. He stated that Butler RDC had given money to support the Butler Police Department.
- b. Jay Oberholtzer stated that the AED devices that are currently in use are outdated. He would like to purchase a total of eight new devices. There would be seven devices placed in the Marshal Department's vehicles and one device placed at the Marshal's office. Each device would cost \$1,750. Carrying cases to be placed in vehicles and a wall cabinet for the Marshal's office would be an additional cost. The total request was \$14,980.00.
- c. Jay Oberholtzer stated that he also had a request for Waterloo RDC to provide the funds to purchase a 2025 Dodge Durango for the Waterloo Marshal's Department. He explained that officers are now allowed to drive the Marshal Department's vehicles to and from their homes. Three of the current vehicles have high mileage and have had to have various repairs.

The total cost of the vehicle at Shepherd's Chrysler Dodge Jeep Ram in Auburn is \$40,046.00.

- d. A motion was made for Waterloo RDC to provide the funds for both the AED devices and the new vehicle by Sally Pease (Josh Garman).

4. New Sign Request

- a. The Waterloo Park Board would like to replace the current sign at the Lion's Den with a new electronic sign and would like Waterloo RDC to provide the funds. The clock would be moved to a new location.
- b. Pam Howard received information for potential contacts for sign companies, She will make contact and get up to three quotes.
- c. Waterloo RDC is open to providing funding once additional information and quotes are received. The additional information should be available to present at the April RDC meeting.

5. Minutes

- a. A motion to approve the January 15, 2025 special meeting minutes was made by Trina Caudill (Sabinia Keen).
- b. A motion to approve the February 13, 2025 special meeting minutes as amended was made by Linda Higgins (Trina Caudill).
- c. A motion to approve the February 26, 2025 minutes was made by Trina Caudill (Sallie Pease).

6. Additional Information

- a. Sallie Pease stated the next Waterloo RDC meeting is scheduled for April 23, 2025.
- b. Sallie Pease stated that she contacted Garrett Merchantile about how the business is set up and was told that the RBT Group owns the building and leases space for \$65-\$200 based on the size of the space. There is also a 10% fee on sales for card transactions.
- c. The meeting was adjourned at 6:56 PM.



Sallie Pease, President



Trina Caudill, Secretary