

**VILLAGE OF WATERLOO
REGULAR MEETING MINUTES
December 11, 2023**

The Board of Trustees of the Village of Waterloo met for a Regular Meeting on December 11, 2023 at 7:00 pm in the Village Office, 509 S. Front Street.

PRESENT: Travis Harlow, Chairperson
Bill Rotert, Vice-Chairperson
Alicia Harlow, Trustee
David Rochford, Trustee

ABSENT: Corie Sass, Trustee

ALSO PRESENT: Desirae Solomon, Attorney
Melissa Smith, Village Clerk

OPEN MEETING

Chairperson T. Harlow called the meeting to order at 7:00 pm and stated the location of the Open Meetings Act. Notice of the meeting was duly exercised and mailed per the bylaws.

MOTIONS TO APPROVE

Motion by Rochford, seconded by A. Harlow, to approve the November 13, 2023 Regular Meeting minutes. Upon roll call vote, voting YES: Rotert, T. Harlow, Rochford, A. Harlow. Voting NO: none, Sass was absent. Motion carried.

Motion by Rotert, seconded by Rochford, to approve the November 27, 2023 Special Meeting minutes. Upon roll call vote, voting YES: Rochford, Rotert, A. Harlow. Voting NO: none, Sass was absent and T. Harlow abstained. Motion carried.

Motion by Rotert, seconded by Rochford, to approve the December 4, 2023 Special Meeting minutes. Upon roll call vote, voting YES: A. Harlow, Rotert, Rochford. Voting NO: none, Sass was absent and T. Harlow abstained. Motion carried.

Motion by Rochford, seconded by A. Harlow, to approve the November Treasurer Report. Upon roll call vote, voting YES: Rochford, Rotert, A. Harlow, T. Harlow. Voting NO: none, Sass was absent. Motion carried.

ACCOUNTS PAYABLE

Motion by Rotert, seconded by A. Harlow to approve accounts payable. Upon roll call vote, voting YES: T. Harlow, Rotert, A. Harlow. Voting NO: none, Sass was absent and Rochford abstained. Motion carried. The following bills were approved be paid: Astro concrete-repairs 11250, Bistate-supplies 25.16, Black Hills-Heat 1083.30, Bobcat-repairs 465.58, Cox-phone

1160.26, Cummins-repairs 2259.70, Custom Electric-wwtf repairs 7850, Daily record-publications 170.66, Danko-bunker gear 6331.14, Demco-supplies 141.09, EMC-INSURANCE PREMIUMS 78060, Foundation One Bank-final loan payment 3459.02, Garage Door Services-repairs 95, Great Plains-uniforms 207.98, Hike-Library IT support 300, Ingram-library books 127.85, JDs Carwash-cruiser expenses 23.80, JEO-street project 8950, Lincoln National-life insurance 695.68, Menards-supplies 135.87, MUD-cost of water 28292.73, Micromarketing-library books 45, MES-fd repairs 1976.71, NDEE-loan payment 8991.42, NHS-contracted animal enforcement 467.50, New moon-cleaning 400, Office Depot-supplies 255.06, OPPD-electricity 5426.82, Orkin-building maintenance 241.97, Papillion Sanitation-trash 365.01, PeopleService-contracted maintenance 13145, PCAN-dues 40, Rob's oil-fuel 3930.38, Rochford-park and tree board supplies 250, Schendt-reimbursement for equipment 262.54, Solomon-attorney fees 1,500, United electric-library supplies 33.10, Verizon-cell 206.68, Visa-supplies 2020.53, West O Chamber-dues 300, Workman-utility account refund 55.62

Total Accounts Payable: \$190,998.16

Total Payroll: \$51,639.88

REORGANIZATION

Motion by Rochford, seconded by Rotert, to appoint T. Harlow as Chairperson. Upon roll call vote, voting YES: A. Harlow, Rochford, Rotert, T. Harlow. Voting NO: none, Sass was absent. Motion carried.

Motion by A. Harlow, seconded by Rochford, to appoint Rotert as Vice-Chairperson. Upon roll call vote, voting YES: T. Harlow, Rochford, A. Harlow. Voting NO: none, Sass was absent and Rotert abstained. Motion carried.

Motion by A. Harlow, seconded by Rotert, to approve Appointed Officials as listed below. Upon roll call vote, voting YES: T. Harlow, Rochford, A. Harlow, Rotert. Voting NO: none, Sass was absent. Motion carried.

Village Attorney	Desirae Solomon
Village C.P.A.	Ed Schroeder
Administrator/Clerk/Treasurer	Melissa Smith
Maintenance Supervisor	Jamie Bednar
Zoning Administrator	Melissa Smith
Chief of Police	Tim Donahue
Village Engineer	JEO Consulting
Street Superintendent	Julie Ogden
Civil Defense/Emergency Management	Fire Chief
Underwriter	Ameritas Investments
Insurance Agency	Inspro Insurance

Harlow assigned Trustee duties as follow:

David Rochford

Office
Buildings

Travis Harlow	Water/Sewer Streets
Bill Rotert	Police/Fire Levee
Alicia Harlow	Maintenance Parks Levee
Corie Sass	Library Planning Board

DEPARTMENT REPORTS

Motion by Rochford, seconded by T. Harlow to put the report from PeopleService on file. Upon roll call vote, voting YES: Rotert, A. Harlow, T. Harlow, Rochford. Voting NO: none, Sass was absent. Motion carried.

Motion by Rochford, seconded by A. Harlow, to cash in CD's 5897, 3907, 3911, 4421 and 4425 to make the bond payments. Upon roll call vote, voting YES: Rotert, T. Harlow, Rochford, A. Harlow. Voting NO: none, Sass was absent. Motion carried.

DISCUSSION/CONSIDERTION/ACTION

T. Harlow introduced and read Resolution 12-11-23-01, to set number of firework stands and fees. Motion by Rochford, seconded by Rotert, to approve. Upon roll call vote, voting YES: T. Harlow, Rotert, Rochford, A. Harlow. Voting NO: none, Sass was absent. Motion carried. A true, correct, and complete copy is on file at the clerk's office.

T. Harlow introduced and read Resolution 12-11-23-03, approve reappointment of Andy Sass to the Health Board. Motion by Rochford, seconded by Rotert, to approve. Upon roll call vote, voting YES: T. Harlow, A. Harlow, Rotert, Rochford. Voting NO: none, Sass was absent. Motion carried. A true, correct, and complete copy is on file at the clerk's office.

T. Harlow introduced and read Resolution 12-11-23-04, approve appointment of chairperson to the Health Board. Motion by Rochford, seconded by A. Harlow, to approve. Upon roll call vote, voting YES: A. Harlow, Rochford, Rotert. Voting NO: none, Sass was absent and T. Harlow abstained. Motion carried. A true, correct, and complete copy is on file at the clerk's office.

T. Harlow introduced and read Resolution 12-11-23-05, approve reappointment of Tim Donahue to the Health Board. Motion by T. Harlow, seconded by Rochford, to approve with the clarification that the state statute requires the chief of police to serve on the health board. Upon roll call vote, voting YES: Rotert, T. Harlow, A. Harlow, Rochford. Voting NO: none, Sass was absent. Motion carried. A true, correct, and complete copy is on file at the clerk's office.

T. Harlow introduced and read Resolution 12-11-23-06, approve quote from Thiele Geotech for services for the street improvement project in the amount of \$8,950.00. Motion by T. Harlow, seconded by Rochford, to approve. Upon roll call vote, voting YES: A. Harlow, Rochford, T. Harlow, Rotert. Voting NO: none, Sass was absent. Motion carried. A true, correct, and complete copy is on file at the clerk's office.

CORRESPONDENCE

Motion by T. Harlow, seconded by Rotert to donate \$250 out of keno funds to DC West Post Prom for community betterment so the youth of Waterloo have a safe place to go. Upon roll call vote, voting YES: T. Harlow, Rochford, A. Harlow, Rotert. Voting NO: none, Sass was absent. Motion carried.


Motion by T. Harlow, seconded by Rochford, to donate \$250 out of keno funds to West O Chamber Holiday Basket program for community betterment to help residents in our community that are in need. Upon roll call vote, voting YES: Rotert, T. Harlow, A. Harlow, Rochford. Voting NO: none, Sass was absent. Motion carried.

TRUSTEE TOPICS

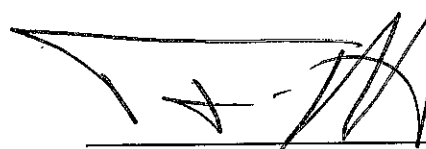
Motion by Rochford, seconded by Rotert, to set the date of the employee appreciation dinner for February 24, 2024 at Farmer Brown's. Upon roll call vote, voting YES: A. Harlow, Rotert, Rochford. Voting NO: none, Sass was absent. Motion carried.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:01pm. The next regular meeting is scheduled for January 8, 2024 at 7pm.



Melissa Smith
Clerk/Treasurer



Travis Harlow
Chairperson