

**VILLAGE OF WATERLOO  
REGULAR MEETING MINUTES  
November 7, 2022**

The Board of Trustees of the Village of Waterloo met for a Regular Meeting on November 7, 2022 at 7:00 pm in the Village Office, 509 S. Front Street.

**PRESENT:** Travis Harlow, Chairperson  
Bill Rotert, Vice-Chairperson-arrived at 7:01pm  
Alicia Harlow, Trustee  
Corie Sass, Trustee  
David Rochford, Trustee

**ALSO PRESENT:** Ken Bunger, 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 October 11, 2022 Regular Meeting minutes. Upon roll call vote, voting YES: Sass, T. Harlow, A. Harlow, Rochford. Voting NO: none, Rotert was absent. Motion carried.

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

**ACCOUNTS PAYABLE**

Motion by Sass, seconded by Rochford to approve accounts payable. Upon roll call vote, voting YES: T. Harlow, Rotert, A. Harlow, Sass, Rochford. Voting NO: none, motion carried. The following bills were approved be paid: Andersen Plumbing-repairs 177.24, Black Hills-heat 336.45, Ken Bunger-attorney fees 1275, Cox Business Services- phone 1112.99, First State Bank-tax distribution 227.86, Michael Frederick-books 48, Great Plains Uniforms-uniforms 456.98, Green Inc-repairs 125, Ingram Library Services-books 561.01, JD's Carwash-cruiser expenses 107.10, JEO-engineering fees 450, Lincoln National-insurance 334.75, Marco-copier 92.70, Menards-supplies 103.39, MUD-cost of water 25871.27, NHS-animal control 935, Office Depot-supplies 83.45, OPPD-electricity 4831.12, Orkin-repairs 223, Papillion Sanitation-trash 291.49, Peopleservice-contracted maintenance 13962.16, Rob's Oil-fuel 4888.61, Utility Equipment Co.-supplies 9697.71, Verizon-phone 245.22, Vrba Construction-repairs 26982.50, Abbie Warren-mileage 26.38, Wiese Plumbing-repairs 2361, Robert & Janelle Zeleny-UB refund 3482.78  
**Total Accounts Payable: \$135,058.36** **Total Payroll: \$53,552.76**

## **DEPARTMENT REPORTS**

Mike Adair was present to report on utilities. The current operator has resigned and will be replaced by Matt Richman beginning November 21, 2022. Adair was asked to discuss his proposal to have the Village pay \$250/hour to clean valve boxes out as the Board feels this is something that PeopleService should have been doing and it should not cost the Village.

T. Harlow introduced and read Resolution 11-07-22-02, to approve appointment of Michael Molacek to the fire department. Motion by Rotert, seconded by Rochford, to approve. Upon roll call vote, voting YES: T. Harlow, Sass, Rochford, Rotert, A. Harlow. Voting NO: none, motion carried. A true, correct, and complete copy is on file at the clerk's office.

T. Harlow introduced and read Resolution 11-07-22-03, to approve appointment of Kaleb Green to the fire department. Motion by Rotert, seconded by Rochford, to approve. Upon roll call vote, voting YES: Rochford, Rotert, A. Harlow, Sass, T. Harlow. Voting NO: none, motion carried. A true, correct, and complete copy is on file at the clerk's office.

T. Harlow introduced and read Resolution 11-07-22-04, to approve purchase of 2 computers and 2 UPS units. Motion by Rotert, seconded by A. Harlow, to approve. Upon roll call vote, voting YES: Rotert, Sass, Rochford, A. Harlow, T. Harlow. Voting NO: none. Motion carried. A true, correct, and complete copy is on file at the clerk's office.

T. Harlow introduced and read Resolution 11-07-22-01, to approve quote to paint lines on tennis court. Motion by Rochford, seconded by Rotert, to approve base bid #2 in the amount of \$3,900. Upon roll call vote, voting YES: Sass, T. Harlow, Rotert, A. Harlow, Rochford. Voting NO: none. Motion carried. A true, correct, and complete copy is on file at the clerk's office.

## **DISCUSSION/CONSIDERTION/ACTION**

T. Harlow introduced and read Resolution 11-07-22-05, to approve contract with JEO for 2023 Street Improvement Project at an approximate cost of \$141,325.00. The resolution was tabled until the board could get some answers on the effect on the levy and hold meetings for public input.

T. Harlow introduced and read Resolution 11-07-22-06, to approve year-end certification of street superintendent. Motion by T. Harlow, seconded by Rochford, to approve. Upon roll call vote, voting YES: Rotert, A. Harlow, T. Harlow, Sass, Rochford. Voting NO: none. Motion carried. A true, correct, and complete copy is on file at the clerk's office.

T. Harlow introduced and read Ordinance 819, to add a new section 6-113 to the Village of Waterloo Municipal Code allowing temporary obstruction of right-of-way upon the receipt of a permit. Motion by T. Harlow, seconded by Rochford, to waive the three readings. Upon roll call vote, voting YES: Rotert, Sass, Rochford, T. Harlow, A. Harlow. Voting NO: none, motion carried. Motion by Rochford, seconded by A. Harlow, to approve. Upon roll call vote, voting YES:

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Rochford, Sass, T. Harlow, A. Harlow, Rotert. Voting NO: none, motion carried. A true, correct, and complete copy is on file at the clerk's office.

T. Harlow introduced and read Ordinance 821, to change the regular meeting date of the board of trustees to the second Monday of the month. Motion by Rochford, seconded by Sass, to waive the three readings. Upon roll call vote, voting YES: T. Harlow, Rotert, Sass, A. Harlow, Rochford. Voting NO: none, motion carried. Motion by Rochford, seconded by Sass, to approve. Upon roll call vote, voting YES: A. Harlow, Rotert, T. Harlow, Sass, Rochford. Voting NO: none, motion carried. A true, correct, and complete copy is on file at the clerk's office.

T. Harlow introduced and read Ordinance 822, change wages for meter replacement project to \$30 per hour. Motion by T. Harlow, seconded by Sass, to waive the three readings. Upon roll call vote, voting YES: Rotert, T. Harlow, Rochford, Sass. Voting NO: A. Harlow, motion carried. Motion by T. Harlow, seconded by Rochford, to approve. Upon roll call vote, voting YES: Sass, T. Harlow, Rochford, Rotert. Voting NO: A. Harlow, motion carried. A true, correct, and complete copy is on file at the clerk's office.

#### **TRUSTEE TOPICS**

Sass stated that the insurance option she was looking into for Village employees is significantly higher than the current premiums.

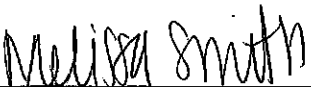
Rochford and T. Harlow gave the board an update on plans for the Garry Lee Park baseball field. EAA will have times allotted to them in 2023, DC West Youth Sports will be given priority to all other time slots.

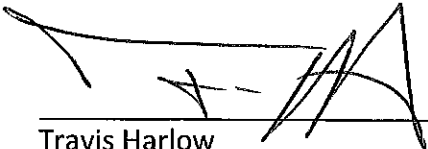
#### **ATTORNEY TOPICS**

Motion by T. Harlow, seconded by Rotert to go into executive session to discuss the attorney's contract at 8:36pm. Upon roll call vote, voting YES: A. Harlow, Rotert, T. Harlow, Sass, Rochford. The reason for the executive session was restated as personnel issues. Executive session ended at 9:02pm.

#### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:03pm. The next regular meeting is scheduled for December 12, 2022 at 7pm.

  
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Melissa Smith  
Clerk/Treasurer

  
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Travis Harlow  
Chairperson