

March 8, 2011

**VILLAGE OF WATERLOO
REGULAR MEETING MINUTES
March 08, 2011**

The Board of Trustees of the Village of Waterloo met for a Regular Meeting on January 11, 2011 at 7:00 p.m. at the Village Office, 509 S. Front Street. Roll call was taken.

PRESENT:

Stanley E. Benke, Jr., Chairman
Garry Lee, Trustee-Vice-Chairman
Bill Rotert, Trustee
Jeff Barnes, Trustee
Tom Harrie, Trustee

ALSO PRESENT:

Nancy Hert, Village Administrator
Ken Bunger, Attorney

OPEN MEETING

Chairman Benke called the meeting to order at 7:02 pm and stated the location of the Open Meetings Act. Notice of the meeting was duly exercised and mailed per the bylaws.

PUBLIC COMMENTS

The meeting was opened for public comments, but there were none.

MOTIONS TO APPROVE

Minutes from the February 21st Special Meeting and the February 22, 2011 Regular Meeting were accepted as presented. February Financials were approved.

Accounts Payable: Motion by Benke, second by Rotert to pay the bills with the exception of the JEO bill for 20,891.11 and the Terracon bill for \$10,564.25, which will be discussed later. Also, the check to Stan Benke for \$83.54 needs to be voided and a new check generated for payment to the Fire Barn. All in favor, the following bills will be paid:

Barnes & Noble-Library books 35.48, Bennington Equipment-Shop supplies 27.69, Bi-State Motor-Shop 158.52, Black Hills-Heat 1770.19, BlueCross BlueShield-Health Insurance 1193.78, Bunger-Attorney fees 1275.00, City-Wide Heating & Air-Fire & Rescue building 231.28, Cooke-Mileage 33.66, Copy Cat-Fire Dept. supplies 49.35, Cox-Internet & Phone services 581.89, Cummins Central-Fire Dept. Equipment 640.17, Dakota Supply-Water meters 817.98, Danko-Fire Equipment 140.00, Douglas County Election Commission-November election 50.00, Douglas County Post Gazette-Publications 156.24, Douglas County Register of Deeds-Lien release 5.50, Elkhorn Hardware-Supplies 103.83, Torgerson-Levee easement 2510.00, Erickson, Sederstrom-2nd Street Lawsuit 114.59, Fireguard-Bunker gear 99.98, Fleet-Police Car 628.27, Follett-Library Software License 769.00, Ford Motor-Police car payment 629.72, Foundation First-Safe Deposit Box 20.00,

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FSH-Payphone 63.90, Harrie-Mileage 109.40, Hert-Petty Cash 99.36, JQ Copier-Office copier 99.52, JG Uniforms-Police 136.50, Jorgensen-Mileage 56.05, Lincoln Financial-Fire Department Life Insurance 142.80, Menards-Office shelving 318.48, MUD-Capital Facility Fees 1179.00, Cost of water 7343.25, Micromarketing Associates-Library books 176.95, Miller-Monroe-Insurance 55.00, O'Reilly Auto-Shop 16.27, Office Depot-Supplies 145.09, OPPD-Electricity 4277.32, Omaha Tractor-Street equipment 352.45, Orkin-Fire Department 53.50, Oyster-Petty Cash 101.75, Papillion Sanitation-Trash pick-up 89.56, PeopleService-Utility services 10,115.00, Publication Printing-Inspection forms 91.00, Quartermaster-Police uniforms 128.95, Rob's Oil-Gas for Village and Fire vehicles 4802.33 (two invoices), Ty's Outdoor Equipment-Shop/repairs 510.23, Upstart-Summer Reading Program 107.90, USPS-Postage utility bills 175.00, Verizon-Police Cell 75.10, Maintenance Cell 17.43, Waterloo Fire & Rescue-Training reimbursement 500.00, Waterloo Rural Fire Board-FEMA Disaster Recovery 3922.00 and Williams-Office door 572.69.

Total Bills: \$ 47,882.15

Total Payroll: \$ 26,024.04

REPORTS

Reports were provided by the following:

Fire & Rescue: Trustee Rotert presented a new report from Fire & Rescue, explaining that they will do these reports on a monthly basis. The report included call volumes by category and time period.

Police: Chief Donahue handed out the Police Report at the meeting. He reported that he had purchased a Radar Gun at a cost of about \$600. He said he talked to Trustee Rotert before the purchase and there was a line item in the budget for this type of purchase.

Water/Sewer: Mike Goddard provided the PeopleService Report. Chairman Benke asked Mike to research how many hours are spent doing locates in West Shores. He would like the report to include time spent from October 2010 until now.

Maintenance: Jamie Bednar reported that they were replacing all the seats for the swings in the parks at a cost of approximately \$248. Motion by Lee, second by Benke to purchase running boards for the new pickup at an estimated cost of \$450. All in favor, the motion carried.

Chairman Benke asked Bednar to provide a report of all fire calls maintenance personnel go on during working hours.

Planning Board: Benke told Ryan Costanzo that he would make sure he was on the agenda for the next Planning Board Meeting.

Library: Tom Harrie reported that the Library is having problems with their sump-pump. It's working at this time, but needs to be monitored regularly. He also reported that the Library would only be losing about 10% of their State Aid which amounts to about \$70 a year.

Clerk's Report: Hert provided a written report. Motion by Benke, second by Barnes to approve a purchase for the Silent Auction at the Clerks' Academy not to exceed \$50. All in favor, the motion carried. Hert provided a proof of a memorial plaque for Don Overholt. She explained the cost will only be \$50, as Jim Cooke is donating the remaining expense. Motion by Benke, second by Barnes to approve the purchase of a memorial plaque for Don Overholt at a Village expense of about \$50. All in favor, the motion carried.

DISCUSSION/CONSIDERATION/ACTION ITEMS

2011 Fireworks' Permit Applications:

Motion by Benke, second by Barnes to approve the following applications for Non-Profit Fireworks' Permits:

- Dale Polak/United Methodist Church
- Bill Rotert/Waterloo Booster Club
- Rick Barryman/Church of Christ

Upon roll call voting YES: Barnes, Harrie, Lee and Benke. Voting NO: None. Trustee Rotert abstained. The motion carried.

Motion by Benke, second by Barnes to approve the following applications for "For-Profit Fireworks' Permits:

- Bellino Fireworks
- Rich Ludvick/Ka-Boomers
- Kirk Meyers/Kracklin Kirks

Upon roll call voting YES: Lee, Barnes, Harrie and Benke. Voting NO: None. Trustee Rotert abstained. The motion carried.

Levee Update:

Brian Claycomb provided the JEO Levee Report.

Motion by Benke, second by Harrie to approve M.E. Collins' Change Order No. 03, dated March 1, 2011 for a net increase of \$8650.00. All in favor, the motion carried.

Motion by Barnes, second by Benke, to approve Pay Application No. 4 for \$66,217.95 for work through February 28, 2011 with a 50% cost share with the Papio-Missouri River NRD. All in favor, the motion carried.

Motion by Benke, second by Barnes to approve payment of JEO Invoice No. 63775 for \$20,891.11 and Terracon Invoice No. T186219 for \$10,564.25 for Levee Construction Services, with a 50% cost share with the NRD. All voted in favor, the motion carried.

Motion by Barnes, second by Benke to approve the OPPD Proposal to relocate existing distribution line, remove existing line, remove one tree and trim another; restore one underground primary service and existing secondary service to street lights and gates at a cost of \$30,735.00, with a 50% NRD cost share. All voted in favor, the motion carried.

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Trustee Lee wants to make sure the Papio-Missouri River NRD has copies of all documents related to the Levee Project, including all contracts, contingency plans and specs. Hert will follow-up with Amanda Grint on this.

Brian said the Village needs to notify all the utilities about the changes to the levee and any lines inside the new levee will need to be moved. Also, any work inside or outside the level requires a permit. Benke asked Brian to provide the technical information that needs to be communicated to the utilities to Attorney Bunger and he will draft a letter.

A Construction Update Meeting is scheduled for Thursday, March 10, 2011 at 3:00 pm, with a second meeting to discuss responsibilities to follow at 4:00 pm.

CHANGES TO PERSONNEL MANUAL

Benke suggested that they wait to approve the changes to the personnel manual until they get answers on the benefit questions and go into executive session to discuss. The Board invited Ed Schroeder, Village C.P.A. to participate in the executive session.

Motion by Benke, second by Barnes to go into Executive Session at 9:45 pm to discuss personnel issues. All voted in favor, the motion carried. For the record, Benke repeated that they were going into Executive Session to discuss personnel issues.

A vote was taken to come out of Executive Session and return to Regular Session.

ORDINANCES/RESOLUTIONS

Ordinance No. 715 to raise Waterloo water rates 9%:

After some discussion, Trustee Barnes moved to lay the approval of a water rate increase on the table. Harrie seconded the motion and all voted in favor. The motion carried.

Motion by Barnes to lay the sewer rate study on the table. Harrie seconded the motion and all voted in favor. The motion carried.

CORRESPONDENCE

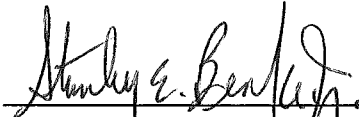
The following correspondence was reviewed:

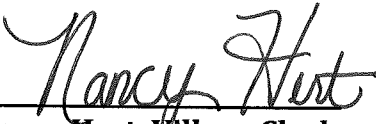
- Papio-Missouri River NRD's "CELEBRATE TREES PROGRAM"
- Seminar on "How to Survive an OSHA Inspection"
- New insurance option-"Employment Practices Liability Insurance"-The Board asked Hert to contact the Village's Insurance Rep. and ask him to come to the next meeting to discuss this coverage.
- MAPA "What's Happening"
- Legislative Bulletins No. 7 and 8

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:30 p.m. The next regular meeting is scheduled for March 22, 2011 at 7:00 p.m.

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Stanley E. Benke Jr., Chairman


Nancy Hert, Village Clerk