

July 12, 2011

**VILLAGE OF WATERLOO
REGULAR MEETING MINUTES
July 12, 2011**

The Board of Trustees of the Village of Waterloo met for a Regular Meeting on July 12, 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, Vice-Chairman
Bill Rotert, Trustee
Tom Harrie, Trustee

ABSENT: Jeff Barnes, Trustee
Ken Bunger, Attorney

ALSO PRESENT: Nancy Hert, Village Administrator

OPEN MEETING

Chairman Benke called the meeting to order at 7:01pm 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 June 28, 2011 Regular Meeting and the June Financials were approved as presented.

Accounts Payable: Motion by Benke, second by Lee to pay the bills including the bills presented at the meeting. (Listed below) All in favor, the following bills will be paid:

All Flags-Flag Pole Repairs/Park 400.98, Black Hills-Heat 116.52, Bouc-Deposit Refund 75.00, Bunger-Attorney Fees 1275.00, City of Council Bluffs-Police Training 120.00, Cox-Internet/Phones 590.95, Danko-Fire & Rescue Bunker Gear 137.88, Douglas County Gazette-Publications 134.36, Elkhorn Hardware-Supplies 31.96, First State Bank-Redevelopment Tax Distribution/Dial 4862.17, Ford Motor-Police Car 629.72, FSH-Payphone 63.90, Grass-Pro-Fire & Rescue Maintenance 133.40, IIMC-Municipal Clerks' Dues 210.00, JQ Office-Copier 52.02, Jorgensen-Flood Gates Clean-out 765.00, Kirby-Shop supplies 52.98, Lincoln National-Fire & Rescue Insurance 147.90, Micromarketing-Library Books 204.90, Monke Brothers-Chemicals 117.50, NE-IA Industrial-Park Chemicals 96.67, OPPD-Electricity 3774.70, Orkin-Fire & Rescue Maintenance 53.50, Papillion Sanitation-Trash pick-up 102.87, PeopleService-Utility Services 10,115.00, Properties Unlimited-Redevelopment Tax Distribution 560.50, Publication

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Printing-Police 134.00, Shupe-Deposit refund 20.15, TDH Home Building-Old library repairs 4897.00, and Verizon-Police/Maintenance cell phones 93.96.

Total Bills: \$ 42,050.20

Total Payroll: \$ 23,232.51

REPORTS

Fire & Rescue: Chief Cooke reported that the Waterloo and Valley Fire Departments are having a softball game on July 23rd at 5 pm at Cedar Hollow Park. He hopes this will be the first of a new tradition to promote relationships between departments.

Police: Report provided.

Water/Sewer: Mike Goddard provided the PeopleService Report. Mike said the water tower was inspected the first part of July, which is required every few years. The cost was about \$2000, which is deducted from our maintenance contract with PeopleService.

The Board asked Mike to follow-up with Dave Henke about the repairs needed to the water main on North Front Street. If we can get a design package together we can then start discussions with the railroad to determine the magnitude of the project.

Public Works: A written report was provided. Lee said Jamie is spending a lot of time fixing the hydraulics on the John Deere tractor. While the parts aren't expensive, the repair work takes too much time. He said the mower is on its' last leg and they probably need to look at replacing it. Benke said he has had complaints about the tall weeds on 7th and Dryers Road, blocking the view for drivers.

He also asked Lee to have Jamie and Chris start spraying the weeds in the street cracks to prevent moisture seeping in. He said they need to put together a plan to start the asphalt repairs that they have talked about in the past. Lee also said they are waiting for Valley to get their sprayer fixed before they can spray for mosquitoes in Waterloo.

Planning Board: Trustee Rotert reported that Betty Brengelman was the only member to show up at the last Planning Board Meeting. The Board discussed the need to get an active Planning Board. The main need at this time is an update to the Zoning Regulations. Trustee Lee suggested we use JEO to do the technical work for the Planning Board. Hert will prepare a list for JEO of the current needs related to planning and zoning.

Library: Report provided. Harrie said the Library Board approved a new member at their meeting on Monday and this will need to be put on the agenda for the Board of Trustees' to approve. Harrie thanked Jim Cooke and his family for their contribution towards the Robinson plague. They plan to have a ceremony sometime in September.

Lee asked what we need to do with the old library, since it doesn't seem to be a good fit for a museum. The Board thinks we should try to sell it. Hert will put something together listing the options.

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Clerk's Report:

Hert reminded the Board that Saturday, July 16th is the "Day of the Hog", the MDA Fundraiser being sponsored by the Dog House Saloon. Third Street will be closed from Washington to N. Front Street.

Hert provided a copy of a proposed "Fee Schedule" that includes fees charged today, along with recommended changes and additions. She asked Board Members to review and she will put it back on the agenda for discussion and approval at a later date.

Hert handed out pictures of a property "under construction" at 104 Washington St. The office has received a number of complaints about the condition of the property, safety issues and the time it is taking to remodel. The Board asked Hert to invite the property owner to a future meeting to discuss his plans.

She also handed out budget calendars and asked the Board for input. They scheduled their first meeting for Department Heads to present their budgets on August 2nd at 6:00 pm, with a regular meeting to follow. A second meeting will be August 16th at 6:00 pm, for the Village CPA to attend. Following the budget workshop, accounts payable and financials will be presented. A final budget meeting will be held on August 23, after property valuations are received. Budget Hearings will be in September.

DISCUSSION/CONSIDERTION/ACTION

Grant Pederson/First State Bank: Mr. Pederson was not in attendance, but has asked to be on the agenda for the July 26, 2011 Meeting.

Dan Jorgenson: Dan was not in attendance, but Trustee Lee made a motion, which motion was seconded by Rotert to award the bid for repairs to the Third Street drain to Dan Jorgenson at a fee not to exceed \$1200. All in favor, the motion carried.

Levee Project:

Brian Claycomb provided a general update on the Levee Project. Benke asked Brian to remind Mike Collins that they need to complete the repair work on 2nd Street.

Brian Gongol, from D.J. Gongol & Associates presented an overview of options and prices for pumps to control interior drainage and seepage through the levee during a high water event. As the local levee project sponsor Waterloo is required to have the equipment and supplies needed in a typical high water event.

Motion by Benke, second by Lee to approve JEO Invoice #65127 for \$31,095.30 for Project Management Services through June, 2011 with a 50% cost share with the NRD. All in favor, the motion carried.

Motion by Rotert, second by Lee to approve Change Order #9 for a net increase of \$14,731.97 for additions/deductions to the construction contract. All in favor, the motion carried.

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Motion by Benke, second by Harrie to approve Pay Application #8 for \$125,651.23 from M.E. Collins for levee construction through June 29, 2011, with a 50% cost share with the NRD. All in favor, the motion carried.

Motion by Benke, second by Rotert to approve Terracon Invoice #T214370 for \$10,660.00 for Levee Earthwork Observation & Testing through May 14, 2011, with a 50% cost share with the NRD, contingent upon Brian Claycomb from JEO providing an explanation and breakdown of the fees. All in favor, the motion carried.

Bank Stabilization Project:

Motion by Benke, second by Rotert to approve JEO's Agreement dated July 12, 2011 for Engineering Services for JEO Project No. 110520.00, the 2011 Elkhorn River Bank Stabilization, at a cost of \$45,190.00, contingent upon the Papio-Missouri River NRD's approval to continue the 50% cost-share agreement for this project. All in favor, the motion carried.

JEO's Settlement Agreement for 2nd Street Repairs:

Motion by Benke, second by Lee to table this item until the next meeting to allow Village Attorney Bunger a chance to review it. All in favor, the motion carried.

Extension of Liquor License Hours

Benke reported that he received a letter and four phone calls asking the Board not to approve extending bar hours until 2 am. He then opened it up for discussion if one of the Trustees wanted to make a motion to extend the hours. No one introduced a motion. After further discussion and input from Diane Marquis, owner of the Depot, the Board said they could not approve an extension of the bar hours.

CORRESPONDENCE

The following correspondence was reviewed:

- Letter from Election Commissioner-Redistricting
- WDCCC Upcoming Events
- MAPA "What's Happening"
- Valley Public Hearing Notice
- Letter from Foundation First Bank-Changes

ATTORNEY TOPICS (Out of town)

CHAIRMAN'S TOPICS

Benke asked Hert to send a letter to Ludwick about the condition of his lot on Third Street. He also said he will be attending a Mayor's Meeting on July 21st. Agenda items include raising the sales tax limit, the city-county merger and forgiving restrictions on occupation tax statutes.

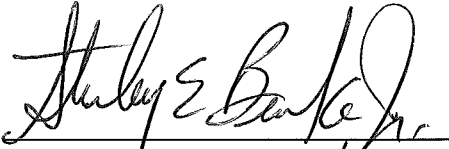
TRUSTEES' TOPICS

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Trustee Rotert asked Hert is she had received another proposal from OPPD for the lights on 240th Street. Since she hadn't, she will follow up with them.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:41 p.m. The next regular meeting is scheduled for July 26, 2011 at 7:00 p.m.


Stanley E. Benke Jr., Chairman


Nancy Hert, Village Clerk