

Waterville City Council
Special Meeting
August 27, 2025 2:00 p.m.

There was a special meeting / work session that the Waterville City Council held in the Council Chambers at 2:00 p.m. on August 27, 2025.

Call to Order / Roll Call/Pledge of Allegiance

Present: Council members: Tim Smith, Dave Wollin, Scott Potter, Jennifer Grobe, and Mayor Bill Conlin.

Also Present: Administrator Teresa Hill,

Mayor Conlin called the meeting to order at 2:00 p.m., announced all members of the Council were present, and then led the Pledge of Allegiance.

Approval of Agenda

Motion by Smith, Seconded by Potter to approve the agenda as written. Motion Carried 5-0.

Conditional Use Request-Scott's Campground

Administrator Hill relayed to Council that the recommendation was made to allow the expansion with the four conditions listed in the finding of facts. There was a meeting with the DNR, and everyone is on board with what will be classed as the access road and what the elevation needs to be to grant the Conditional Use. **Motion by Wollin, Seconded by Smith** to adopt Resolution 2025R-023. **Motion Carried 5-0.**

Budget Work Session

Administrator Hill started the meeting with a recap of the process of the Budget Work session with a suggested order of Department leads.

Water Supervisor Mark Krenik

- Requested to replace the Water Plant Filter Media, bid of \$25,000.00.
- Stated Well #1 is up for inspection in conjunction with the three-year plan. Cost of \$10,000.00.
- Requested to replace two water valves that come off the filter, which are difficult to operate. Cost of \$8,000.00.
- Requested the Water Plant driveway to be resealed. Council Smith stated this could possibly get scheduled with the sealcoating.

Wastewater Supervisor Mark Krenik

- Mentioned the possibility of the purchase of a four-inch trash pump only if it works out with the State for a matching deal on the funding.
- Requested to continue the jetting schedule of the sewer lines, this has gone through a Five-year cycle. The whole City has been done, and now the cycle starts over again. This will approximately cost \$20,000.00.
- Requested to start with a slip lining program of 21,000 feet of wastewater clay lines per year. Starting with the worst parts of the City first and continuing the plan annually for all the old clay lines. This cost is \$93,000.00. Council Smith asked what the useful life on this product? Supervisor Krenik replied approximately 25 years.
- Requested a new cooling system for the generators. There are three generators: one at the Sewer Plant and two at the lift stations, they are past their useful life and are requiring maintenance or replacement. A minimal cost of \$8,000.00. Council Potter asked if this type of work could be done by the staff? Supervisor Krenik stated that this is out of my league of work, and it needs to be corrected.
- Requested manhole rehab in multiple locations throughout the City. There are five manhole covers that I would like to see replaced in 2026 due to deteriorating quality and root infiltration. An approximate cost of \$30,000.00.
- Stated that he was looking into the Radio Telegraphy. This is how warnings are sent out to us for the plants or lift stations. There has been an increase in call-outs due to the failure of the signal. Now that there is fiber, this would be ideal and more efficient for us as staff. I will be looking into the cost to do fiber instead of radios.
- Requested that the parking lot of the Wastewater Plant also needs resealed, and would like to see a walkway in between the Biosolid building and the Wastewater Treatment Plant. An approximate cost of \$10,000.00.

Administrator Hill relayed to Council that they have been working with Region Nine for an EDA grant for an 80/20 match. This will involve putting flood walls at the Tetonka Bay and the main lift station, purchasing trash

pumps, and possible gate valves. **Supervisor Krenik** stated that he would like to see a permanent bypass pump at some of the lift stations. There has been some push back from the PCA, with them allowing this.

- Requested to put gate valves at all the Campgrounds. There were a lot of problems during the flood. This will allow us to isolate the campgrounds. The cost per valve is \$7,500.00, and one would be needed per campground.
- Requested a new trash pump; the current one is way overdue. Council Smith asked if it was worth looking at a rehabbed trash pump. Supervisor Krenik stated that it may be hard to find a rehabbed pump, and I would be unsure of the cost.

Emergency Management Ann Traxler and Valerie Vail

- Requested doors for the 2022 Ranger, which will help prevent any tragedy; they can also be taken off if needed. Cost being \$4,000.00.
- New batteries were just purchased for the EM radios, one as a primary and a second for backup use. These batteries will allow us to talk all the way from Le Center to Waterville. Cost was \$100.00 per radio battery.
- Stated that they have put together a sky warn team with Morristown. They have great technology and have been storm chasing for some time; this gives us additional knowledge. There are about 15 citizens in the group at one time. This compliments the 6 we have on our current team. Morristown's group is always a pleasure, on time and very responsive.
- Requested new vests and t-shirts for the Emergency Management team. This will make it easier to identify us as a group, so we are not confused with any other departments or volunteers. We will look and fit the part.

Administrator Hill noted that the doors for the Ranger can be purchased with this year's budget. Monies can be arranged. **Council Smith** stated that the seatbelts should always be used, and a policy of use should be in place. **Council Potter** stated he would be willing to put the doors on the Ranger for EM.

- Stated the red EM trailer that came from the County would be a great asset to get in running order. An after-action report was supplied from the County. A copy can be supplied if wanted. Cost is unknown at this time.
- Asked if the Expedition is running? If not, can we get it running? This has a high wheel base and is easier to go over some obstacles.

Administrator Hill requested whether the City would be interested in an instant alert system. The initial setup cost will be \$2,000.00. Then, the monthly cost of \$299.00. This system would contact Citizens who are in immediate danger or any event that is needed. This system allows up to 20,000 messages a year. When I spoke to the County, they have this system too, and they would be willing to include Waterville, but they do not have the Waterville Citizen contacts. This should be marketed well and put on the utility billing as a notification if citizens would like to be a part of this. It can be for both notifications and emergency events. There was continued discussion on the expedition's status, ownership, and what may be happening with the old squad car.

Parks Board Valerie Vail and Parks Supervisor Alan Hiller

- **Parks Board Member Vail** requested well improvements on the White-Water Creek Park. This cost will be \$5,000.00. Administrator Hill noted that this well will be offered to construction companies doing business with the City. This will generate some revenue.

Parks Supervisor Hiller requested new banners. The ones that are currently being used are in rough shape, and new hardware will need to be acquired if new banners are being put up. The hardware now is not spring-loaded, which creates additional wear on the banners than if we were to use spring-loaded poles. The City currently has 18 banners, but 21 are needed. This has an estimated cost of \$10,000.00. **Parks Board Member Vail** stated that possible fundraising or sponsorship could be done for this expenditure. **Council Potter** asked if the Chamber would want to be a part of this and possibly do a donation to get their business names on the flags? **Council Smith** asked about the longevity of the banners. **Hiller** replied about 10 years.

- **Parks Board Member Vail** mentioned possible shade for the Community Patio. Additional research will need to take place on different shade options and where and how they would be placed.
- **Parks Board Member Vail** requested land improvements for White Water Park, which is the Southern portion of the development. When the Fire Hall was dug out, the additional dirt was brought to this location. We are looking at possibly leveling this out. There will also be some fill brought over from the Pickleball project. Estimated cost of \$20,000.00. **Council Smith** asked if any of this could be acquired by a grant? **Park Board Member Vail** replied that everything will need to be ADA-compliant, but it will be investigated. **Mayor**

Conlin expressed concerns about possible land settling. **Park Board Member Vail** replied that Engineer Femrite stated that we could lower the hill at the entrance and exit.

- **Parks Supervisor Hiller** requested pea rock for Lions and Oak Park for the playground area. The depth of rock needs to be a certain depth, and we need fill. This will be hauled and spread by the department. Cost of \$5,000.00 for both parks. If this can be in this year's budget, that would be great, and if not this year, it will be necessary for 2026.

Street Supervisor Alan Hiller

- Requested mill and overlays for 2026. An approximate cost of \$75,000.00.
- Requested crack filling, same as every other year. If we continue to keep up on this, it will be beneficial. Costing approximately \$15,000.00. This can also be readdressed if you feel other streets are in need than the 15 chosen.
- Requested that dust coating and patching be done. Costing \$20,000.00.
- Storm Sewer Cleaning and Maintenance has been ongoing, and we would like to continue to see it in 2026. Approximate cost of \$12,000.00.
- Requested snow hauling and rental of a snowblower. Costing approximately \$40,000.00.
- Noting that the seal coating for this year can be skipped due to the current conditions look good, there is not enough for \$26,000.00 worth of work, which is the minimum cost agreeable for the service.
- Requested that the Council allow the Street department to purchase a new truck. The current truck is in extreme rough shape. If this is something that would be allowed, a two-wheel drive regular cab with an 8-foot box plain white pickup would be great. There is \$45,000.00 slated in the 2026 budget. I have checked with a couple different companies and we can get this under \$40,000.00. This would need a bed liner sprayed and lights fixed on the truck. No running boards would be needed.

Council Grobe asked if the exact cost of snowblower rental was known? **Supervisor Hiller** replied that this cost varies from year to year, depending on the amount of snow that is moved.

Police Chief Robert Petrasek stated that he was pleased with the contract that is in place and that he is very pleased with his department. The new squad is on the way, which has been way overdue.

- Requested cameras for the officers and squads. These are very important for the department's security and transparency. There is a rough estimate of \$15,000.00. Axon currently has a 5-year plan. Halfway through the plan, they would supply any updated or upgraded product to us. This also takes place at the end of the contract. At this time, the Council can decide if they want to continue with Axon or go with another company. This also accompanies the Taser 10 as part of the package. Mentioned that new tasers will be needed for the department. Axon will no longer be selling or servicing our current Taser X2. Body cams are a yes, squad cams can wait. The turnaround time for cameras is 1 month for body cam and 6 months for a squad. Cost of body cams \$15,000.00, Cost of squad cams \$23,000.00. **Council Smith** asked if this included the software? **Chief Petrasek** responded yes, there are also upgrades that can be purchased. Right now, the department is looking at the basic plan. This seems best to fit our current needs. It would cost an additional \$1,000.00 annually for upgrades.
- Asked for consideration on purchasing 2027 for a new squad car. Stating that the purchase of the new truck will be a great asset, but with the cost of continuing to fix the black squad, we might as well purchase a new vehicle. The black squad can then be retired or repurposed. **Council Smith** asked if it is worth looking into leasing a squad? **Chief Petrasek** replied, looking into it, but does not have any answers at this time. **Council Smith** asked if the squads are on a rotating schedule to balance out the mileage. **Chief Petrasek** replied yes. **Council Smith** asked if another explorer would be a viable option? **Chief Petrasek** replied that right now, a Tahoe or a Durango is what is available. Anything works for our needs and is within the budget.

Chief Petrasek stated there will be minimal pricing to get into the new building. I'm currently reaching out to the BCA for specific requirements. There is an exterior window that will need to be removed from the evidence room. There is some other minor remodeling that will need to be done to follow protocol and security measures. Brief discussion was held on the current evidence room.

- Requested mandatory School Resource Officer training for Sargent Mathis and Officer Levin. This is a free training.

- Mentioned that Sargent Mathis is set up for DARE training next year.
- Stated that the LETG is used for all our report writing. They are not updating their systems, and the County is looking at a different source upgrade. A meeting will be held that we will attend. We do not have an option; we need to go with what the County is going with. **Administrator Hill** stated the County will invest in the initial cost, and the maintenance fees will be the City's responsibility. An estimated cost of \$10,000.00. The County set aside some American Rescue Money that is being used for this purpose.

Administrator Teresa Hill for Fire Chief Chris Meskan

- Requesting 2027 a new fire truck. This can be a refurbished truck. A refurbish is approximately \$250,000.00.
- Requesting the Suburban be replaced. Cost of \$85,000.00.
- New turnout gear for new members of the department. Cost of \$20,000.00. **Council Grobe** asked if the new members were eligible for grants for their gear. **Administrator Hill** relayed that Meskan had stated that the State would pay for the first set of turnout gear. There will be training associated with this.

Administrator Teresa Hill

- Mentioned looking into the instant alert system.
- Requested Computer upgrades. Costing \$7,000.00
- Requesting recodification of the Ordinance Book. Costing \$10,000.00.

Administrator Hill relayed to Council a few expenses to get the new facility ready for administration. Metronet and the Phone Station will be needed. The Phone Station will be providing 11 phones for the facility, along with a conference room install. This install will cost approximately \$14,150.00. There are some current wage line items that may be overstated that can get moved around in the current budget. This will be installed around the 22nd of September. I do need to know if you would like to purchase or lease the phones. Dutch doors were looked at for the front two offices, and an estimate from Waterville Building Center is \$1,620.00. There was a discussion on a service window with B.K.V. It did not seem feasible with the ADA doors in the current location. There are other remodeling options that are still up for discussion. A barrier wall separating the Police Department and the Administrative offices will be needed to secure the North Wing. A locking door system will be needed on the West end corridor. Next year, additional renovations will be needed to accommodate the Library in the West wing. A garage will need to be installed for the Police Department and one additional stall for the Emergency Management Vehicles. B.K.V. had noted that locking doors will need to be installed on all the shower stalls due to a blended gender on the force. Possibly putting in window inserts on all the doors on the North wing to allow better lighting. The sale of the three properties was put into the budget. It looks a little wonky, the purchase price versus the offset of the revenue from the sales price of the properties. The current utilities will also need to be looked at to see what the use and costs are.

Adjourn

Motion by Smith, Seconded by Potter to adjourn. Motion Carried 5-0. The meeting adjourned at 3:40 p.m.

William Conlin, Mayor

Teresa Hill, Administrator-Clerk