

Agenda
Waterville City Council
Special Meeting
September 11, 2025 2:00 p.m.

There was a special meeting the Waterville City Council held in the Council Chambers at 2:00 p.m. on September 11, 2025.

Call to Order / Roll Call/Pledge of Allegiance

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

Also Present: Administrator Teresa Hill, and City Attorney Jason Moran

Absent: Council member Tim Smith

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

Approval of Agenda/ Additional Items to the Agenda

Motion by Wollin Seconded by Potter to approve the agenda. **Motion Carried 4-0.**

Administrator Hill relayed to Council that discussion had taken place with a few residents with concerns on purchasing the Village, and what was going to happen with the services. There was a request to do a small recap of the information in this meeting. The services that will stay at the Village are: Meals on Wheels, Sunday Food Shelf distribution, Santas Work Shop, Community Garden, and the space to be used by Citizens. Other discussions were: the cost of the rental space, the repair costs of the current City Hall building, the sale of the three properties, and the what if someone else had purchased the Village. Suggestions were made during these conversations to go to the City of Waterville web page and listen to the audio of the Council meetings, retrieve minutes, or even the press lease with the purchase of the building.

Old Business

Resolution 2025R-026 Authorizing Purchase Agreement of Real Estate Pursuant to Contract for Deed (Publication).

Attorney Moran stated that the closing is coming up on October 1, 2025. This is the authorizing paperwork. It essentially is broken down into two different transactions. The Bond Attorney suggests pursuing the purchase in this manner. This first resolution allows us to authorize a contract of deed. This will get published in the local newspaper. **Motion by Wollin Seconded by Potter** to pass Resolution 2025R-026. **Motion Carried 4-0.**

Resolution 2025R-027 Authorizing Purchase Agreement of Real Estate Pursuant to Contract for Deed.

Attorney Moran stated that this is the actual purchase agreement to advance to closing. **Motion by Potter Seconded by Wollin** to move forward with Resolution 2025R-027. **Motion Carried 4-0.**

Resolution 2025R-028 Authorizing Purchase Agreement of Physical Assets-Solar Array System and other Tangible Personal Property.

Attorney Moran relayed to Council this resolution goes hand and hand with the contract for deed. This will allow us the options of additional tangible property. This property being: a commercial kitchen for the meals on wheels program which will be in a revenue generating lease with Lutheran Social Services generating an income of \$1,500.00 to \$1,600.00 a month, and the solar array system which will also generate additional income. There will also be no prepayment penalty. So as soon as a building is sold it will be applied to the purchase price. There are also no incurred bonding costs. **Motion by Wollin Seconded by Grobe** to approve 2025R-028. **Motion Carried 4-0.** **Council Grobe** inquired on an agreement to address issues prior to purchasing the Village? **Administrator Hill** replied yes, there will be siding, window replacement, roofing, and updates of the fire sprinkler system. **Mayor Conlin** noted that some of these updates will continue after the building is purchased and possibly until the sale is complete. **Council Grobe** asked about the move in process and keeping the renovation costs down. **Administrator Hill** relayed the current updates that are being looked at are: security items, phone, and internet system. In the future there will be renovation cost to include the new library. These costs are unknown at this time.

Adjourn

Motion by Wollin Seconded by Potter to adjourn. Motion Carried 4-0. The meeting adjourned at 2:19 p.m.

William Conlin, Mayor

Teresa Hill, Administrator-Clerk