

WATERVILLE CITY COUNCIL

REGULAR MEETING

September 2, 2025 6:00 p.m.

The Waterville City Council held a regular meeting in the Council Chambers at 6:00 p.m. on September 2, 2025.

Call to Order / Roll Call/Pledge of Allegiance

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

Also Present: Administrator Teresa Hill and City Attorney Jason Moran

Absent: Council Wollin and City Engineer Jason Femrite

Mayor Conlin called the meeting to order at 6:00 p.m. Announced members of the Council were present and then led the Pledge of Allegiance.

Approval of Agenda/Additional Items to Agenda

Administrator Hill stated the changes on the agenda strike John Spoors on his resignation. Addition to the New Business 7. L Car Smash Hanna Peterson, and 7. M Van Purchase from the Village. **Motion by Smith, Seconded by Grobe** to approve the agenda as amended. **Motion Carried 4-0.**

Consent Agenda

These items are routine and will be approved by one motion. There will be no separate discussion of these items unless a Council member or citizen so requests, in which event, the item will be removed from the Consent Agenda and placed elsewhere on the agenda. A. Approval of Minutes- August 12, 2025. B. Approval of Disbursements. 1. Electronic Fund Transfers (36182E- 36198E) \$50,689.29. 2. Payroll Check Numbers. (2025851- 2025896) \$58,108.86. 3. Computer Generated Checks and Overtime (39698-39761) \$488,901.64. 4. Total Disbursements \$597,699.79. C. Impress Cash-\$18.35. D. Resignations-Jay Harriman Effective August 18, 2025. E. Trunk or Treat Request-October 25th. F. Temporary Liquor License – Holy Trinity. G. Resolution 2025R-024 Accepting Donation from Waterville Lions Club. **Motion by Smith, Seconded by Potter** to approve the Consent Agenda as written. **Motion Carried 4-0.**

Certificate of Appreciation Presentation to Brenda Langerud

Sue Mariska 435 Cedar Circle presented a certification of appreciation to Brenda Langerud. Mrs. Langerud moved to Waterville in 2018 and since her arrival she has been fully emersed into her community. She is an active Lions, and Chamber of Commerce member. She is also a determined grant writer. She has improved Waterville in many ways, with the help from so many other people who have similar visions. Thank you, Brenda Langerud, for your dedication to the City of Waterville.

Public Hearing

Ordinance 150.07-2025 Establishing Franchise Fees

Open Public Hearing

Motion by Smith, Seconded by Potter to open the public hearing at 6:10 pm. **Motion Carried 4-0.**

Public Comment

Phil Langerud 503 Marian Street approached Council stating that he encouraged the pursuit of the small individual franchise fee. Langerud asked if this encompassed all Utilities? **Attorney Moran** replied that this was only for CenterPoint Energy. The funds that are collected will be going into the General Fund. This can be expanded to other Utilities at a later time. **Mayor Conlin** asked if any other Citizens would like to speak to Council at this time? No other Citizens approached Council.

Close Public Hearing

Motion by Smith, Seconded by Grobe to close the public hearing at 6:15 pm. **Motion Carried 4-0.**

Ordinance No.150-07-2025 Establishing Franchise Fee

Motion by Grobe, Seconded by Potter to adopt Ordinance No.150-07-2025 and have this as the second reading. **Motion Carried 4-0.**

Citizen Time

Ron Vanhoudt 116 Buchannon St. S. expressed his concern with the hypothetical spending of tax dollars with the acquisition of the Village. Our City is getting smaller not bigger. Tax dollars only go so far. There is also too much space in that building for the City Council. The library said that there is not enough room, due to the City not providing it. The Police station is going down there, why would this be moved down there when they already have a building? With the monies that needs to be spent down there are we going to raise taxes for that? **Council**

Smith replied the current City Hall building has been inspected by a group of engineers. Just to address the issue with the roof will cost \$620,000.00 to \$670,000.00. This does not include any updates that still need to be done to make this a functionable space for the City staff. Current issues are: mold, structural, window, and the library roof as well. The HVAC system that is currently servicing the library is a residential system which is not meeting the current needs. When speaking of the purchase price of the new building at \$675,000.00 the City in turn will be selling the City Hall, Fire Hall, and the Police Department. These three properties alone hold tax value of \$730,700.00. This totals \$55,000.00 more than the purchase price of the Village. All three of these buildings are in need of some type of repair. The estimate for the Fire Hall remodel was initially over \$2,000,000.00 a few years ago, at that time it was discussed to not renovate the existing Fire Hall and go for a new one. The Fire Hall is falling apart and there is not enough adequate space for what is required or needed for the department. With the sale of these three properties and the possibility of having excess funds; those funds will go towards building the garage for the Police Department and Emergency Management. The Village is 19,754 square feet, in comparison to the useable space for the current Police Department, City Hall, Senior Center, and library adds up to 12,000 square feet. So yes, there will be a gain in space. The City is allowing the library to expand into other rooms at the new site so they will have at least an equal amount of space. Three of the four properties in transaction will go back onto the City tax roll. This has the possibility to help with the levy. We hope this comes out as a wash or hopefully even have some cash come back to the City. This financial transaction is held by the EDA, there is no penalties for paying this loan off early. As a building sells a payment will be made. **Vanhoudt** asked if the building had been inspected before the purchase? **Mayor Conlin** expressed that the purchase price was agreed upon of the cost of upgrades that were made to the building: the solar panels, roof, and kitchen. The City of Waterville is grateful and lucky to be first in line to purchase this property. The Village was going to be sold ultimately. If some other person or entity purchased this property who is to say what they would be doing with the space or services. All those programs and use of that facility would then be gone. The City is trying to accommodate most of the services that are being held out of the Village. Some of those services being: meals on wheels, social club meeting, Lions Club meetings and events, and the food drive. I can't justify putting any money into this building for the space is not fitting the needs. Discussion was held on the upgrades that would be needed to make the current space useable for the Administrative Staff along with the Police Department to be in the building by year-end. **Vanhoudt** stated so now all that money will be spent on the Village. What about an inspection? **Mayor Conlin** stated that the Village is a steel frame building. It is also up to current code due to the current operations of The Village. The City has used their judgment not to order an inspection. **Gary Schott 18855 Tetonka Lake Lane North EDA member** shared concerns with the sale of the current City buildings. Whoever acquires the City Hall building will affect the economic development and image of downtown. Mentioning how St. Peter has previously sold City buildings. Their strategy was having parameters set in place for a request for proposal with additional parameters after they had chosen proposals. This seemed to allow the City to set the tone of what they wanted to see accomplished with the economic development of the City. Requesting to keep in mind the sale of specifically the downtown buildings. **Joy Watson 117 Hoosac St. East** stated to Council that no one wants to see their taxes go up. But as a community it is important the tax dollars are used wisely. The purchase of the Village is a positive addition to the community. I am happy to see the Council looking forward. This will impact the community for the next 50 years. Planning for the potential growth and development of our community is what needs to be done. The statement to the taxes going up, with the other properties put back on the tax roll this can possibly reduce tax rates. The current City Hall is past its useful life serving the community well and it is ready for a new purpose.

New Business.

Resolution 2025R-025 Variance Request for Mary Patchin.

Administrator Hill relayed to Council that the Planning and Zoning Commission has recommended the variance to be allowed. **Council Grobe** asked if this was the variance from the lake. **Administrator Hill** replied that this is a three-season porch which is classified as an accessory structure to the building. **Motion by Smith, Seconded by Potter** to approve Resolution 2025R-025 approving the request for Mary Patchin. **Motion Carried 4-0.**

Bridge Ordinance Update

Attorney Moran notified Council that there are ordinances set in place prohibiting diving and fishing from City bridges and if in violation it is subject to a misdemeanor. This information has been forwarded to the Police

Department for a refresher, and to get the word out. **Council Smith** had requested signage to be purchased for both sides of the bridge.

**Rental Fee for Community Space
Non-Profit- No fee**

All Others \$35/hr.- maximum of \$300

Administrator Hill relayed to Council that Mr. Youtzy shared his recommended donation for use of The Village. **Motion by Smith, Seconded by Potter** to follow the rental fee schedule laid out for the new building. **Motion Carried 4-0.**

Citizen Request For A Fall Clean Up Day

Administrator Hill asked Council to consider a second round of City wide clean up with West Central Sanitation. **Mayor Conlin** asked if other communities were also participating in a fall clean up? Could we get possible numbers to see what the cost is going to be? **Administrator Hill** replied that she would contact West Central Sanitation and bring average clean-up costs to the next meeting.

2025 Municipal Maintenance Agreement

Administrator Hill mentioned to Council that this is the agreement for the County State-Aid Highways within the City. **Council Grobe** asked if these funds were going to be earmarked? **Administrator Hill** replied, yes, this will be for street improvements. **Motion by Grobe, Seconded by Potter** to approve the 2025 Municipal Maintenance Agreement. **Motion Carried 4-0.**

Fire Hall Change Orders

1. Met-Con Construction General Trades #3. Administrator Hill relayed that this is the modification not to go with an ADA dishwasher, now any dishwasher can be installed in a lower price range. **2. Met-Con Construction Cast in Place #3. Administrator Hill** relayed that this is for the interior foundation wall. **3. TCR Enterprises DBA J&K Masonry #2. Administrator Hill** relayed that this is a deduct and added an upsize of masonry blocks for the storm shelter walls. **Motion by Smith, Seconded by Potter** to approve the Fire Hall Change Orders as permitted. **Motion Carried 4-0.**

**Fiber and Phone Line Installation
Approval of Quote**

Administrator Hill mentioned that bringing wiring into the new facility, a request with resolution to change the dollar amount to be reallocated for this year's budget. **Motion by Grobe, Seconded by Potter** to approve the quote for fiber and phone line install at \$14,150.00. **Motion Carried 4-0.**

2025R-026 Budget Revisions

Motion by Grobe, Seconded by Potter to approve Resolution 2025R-026 Budget Revisions. **Motion Carried 4-0.**

Purchase or Lease of Phone System

Administrator Hill mentioned that prices were received on the phones to either purchase or lease. With calculations made, a recommendation was made for purchasing rather than leasing. By purchasing the phones, it will be paid off after four years. **Council Potter** asked what the life of the expectancy of the phones? **Administrator Hill** relayed greater than five years, and the phone system will allow us for expansion if ever needed. **Motion by Potter, Seconded by Smith** to purchase the phone system. **Motion Carried 4-0.** **Administrator Hill** noted numbers were ran for Frontier and Metronet accounts; over the years process the City will save up to \$1,200.00 and up to \$6,000.00 in savings from the conversion alone. There will also be a continued agreement of 50% discount on the internet charges due to our current Franchise Agreement.

October Council Meeting Location Change to 205 1st Street N.

Motion by Smith, Seconded by Potter to move our October and future Council Meetings to the location of 205 1st Steet North. **Motion Carried 4-0.**

Budget Work Session (September 16)

Motion by Smith, Seconded by Grobe to set the next Budget Work Session for September 16, 2025 at 2:00 pm at the current City Hall **Motion Carried 4-0.**

Resolution 2025R-027 Approving Federal EDA Application

Administrator Hill relayed to Council that she is still waiting on the prices on the wall, and requested this item be tabled until the 16th meeting.

Car Smash-Hanna Peterson

Hanna Petterson 915 Lillian Street and Ted Yoder Youth Director from First Baptist Church approached Council requesting the authorization to hold a fundraising event for a youth mission trip. Yoder and Petterson explained to Council how the last Car Smash fundraiser was held with a raised dollar amount of \$1,000.00. Stating they would like to see this as a community event instead of just a church event by hosting the event at the last Hot Summers Night. Petterson stated that they are prepared with tarps to be placed under the vehicle to insure best possible clean up. As a request of the Fire Department to be a part of this event by: supplying personal protective equipment with old or expired turn out gear, a demonstration of jaws of life as a teaching experience, and to possibly be on site in the case that services are needed. If the department cannot participate there are members of the church that are Fire Department members of Elysian that are willing to be there instead of the Waterville Fire Department. Petterson requested a hypothetical location down by the Waterville Event Center. Making mention that she and her husband have inflatables that they would like to incorporate into the car smash event as well. A wristband will be sold for unlimited jumps. The smash will be a dollar a swing. **Council Potter asked** what types of liability would the City be responsible for? **Attorney Moran** stated that there will always be a liability but it will be a low chance of encounter. Petterson stated that they have liability coverage with the Churches insurance. We have it required for people to wear or provide the personal protective equipment. We also have a spotter that is lined up to relieve any possible back lash of the swinging hammer. **Motion by Smith, Seconded by Potter** to approve the Car Smash with the caveat the proper insurance documents are provided and to list the City as a secondary in the policy. **Motion Carried 4-0**

Van Purchase from Village

Administrator Hill relayed to Council that Mr. Youtzy had asked if the City was interested with purchasing the Village Van for food pick up. Suggesting instead that a trailer would be a better asset. **Council Grobe** asked what the asking price for the van was. **Administrator Hill** replied \$23,000.00 to \$28,000.00. Discussion was held on: the frequency of pick up, the utilization of a van versus a trailer, and what would best suit the community's needs. **Council Potter** stated that he would be willing to pull the trailer. **Motion by Smith, Seconded by Grobe** we do not purchase the van from The Village. **Motion Carried 4-0**

Reports

Attorney Report

Attorney Moran stated that he had nothing additional to report. I will be supplying the Administrator with the summary of the publication for the Franchise Fee Ordinance.

Engineer's Report

Administrator Hill stated that Engineer Femrite wanted relayed the pickleball court will start in the next couple of weeks, and North Shore Drive to start on September 8, 2025.

Administrators Report

Administrator Hill mentioned to Council that appraisals are scheduled for 9-9. Currently working with property owners on flood mitigation. We were able to close out our FEMA money projects for reimbursement. Total reimbursement will be about \$290,559.82 from the Federal \$219,748.37 and State \$70,811.45.

Council Discussion

Council Smith noted that all the negative posts and comments regarding the purchase of The Village happened in a tight time frame. This is a wise financial decision for the City of Waterville. All comments are appreciated with all entitled concerns. **Mayor Conlin** noted that the Library at the Village is going to be a great space. **Council Smith** replied that it will be dryer. **Council Grobe** noted that savings will be had on electric and the parking availability will be far greater than what it is now. **Council Potter** stated that hopefully mostly everything that is going on in the Village will still be there continuing for the Citizens of Waterville.

Adjourn

Motion by Smith, Seconded by Potter to adjourn the meeting. **Motion carried 4-0.** Meeting adjourned at 7:23 p.m.

William Conlin, Mayor

Teresa Hill, Administrator-Clerk