

**CITY OF WATERLOO PUBLIC WORKS & PROPERTY COMMITTEE MEETING MINUTES: November 4, 2021**

Digital audio files are archived with these written minutes additionally serving as the official record.

1. CALL TO ORDER AND ROLL CALL. Committee members present: Petts, Weihert & Cummings. Absent: none. Others attending: Waterloo Town Chair Scott Hassett; Public Works Director Yerges and Clerk/Treasurer Hansen.
2. APPROVAL OF MEETING MINUTES – September 2, 2021 (no quorum October 7, 2021). MOTION: [Weihert/Petts] Voice Vote: Motion carried with Cummings abstaining.
3. CITIZEN INPUT / PUBLIC COMMENT. None.
4. PROJECT OVERSIGHT & UPDATES
  - a. Assessor's 2020-2021 Property Revaluation. Noted.
  - b. Project Treyburn Lot 2. Noted as one lot left to sell.
  - c. Remnant Land Project, follow-ups. Hansen said Tim Thomas said Mr. Archie was now willing to take ownership of municipal land, but Mr. Archie was difficult to reach to confirm this change.

NOTE: By consensus item 6g was moved to this agenda spot. The original sequence is maintained here.

5. UNFINISHED BUSINESS
  - a. 2021 Pavement Ratings Presentation, Mitch Leisses KEG (no information update expected). No action taken.
  - b. Street And Utility Improvements: Out-Year Project Plans, Recommending An Updated Plan To The City Council. No action taken.
  - c. Waterloo Fee Schedule, Review And Recommendations Relating To Public Works Department Services Charges And Similar. The body and Director Yerges forwarded updates for the Clerk/Treasurer to include in the update.
  - d. Review And Recommendations: Municipal Facility Needs (Multi-Year). No action taken.
  - e. DPW 2022 Budget Submittal: Capital Budget & Operational Budget. No action taken.
  - f. Project Close-Out Reviews (i) Adams Street and (ii) 203 East Madison Street. The review as presented in the prior (no quorum) meeting was presented a second time. No action taken.
6. NEW BUSINESS
  - a. Oversight Of Bid Process For Future Year Capital Purchases & Contract Services. No action taken.
  - b. Public Works Director's Fall Facility Inspection Report. Director Yerges said he did a check of facilities with nothing to report.
  - c. Restarting An Annual Sidewalk Repair Program MOTION: [Weihert/Cummings] directing the Public Works Director to develop a sidewalk repair program for calendar year 2023 with the 2022 being the planning year. VOICE VOTE: Motion carried.
  - d. Coordinating Private Well Regulation As A Waterloo Utilities Water Fund Matter. Alder Petts directed that the topic be organized for a December discussion with the Director identifying private wells.
  - e. Review Of City Forestry Plan. No action taken.
  - f. Improving Street Lighting At Intersection Of Madison and Monroe Street (Plan Commission referral). MOTION: [Weihert/Cummings] to defer until the December meeting. VOICE VOTE: Motion carried.
  - g. Town Of Waterloo And City Of Waterloo Agreement Pertaining To Waterloo Road And Waterloo Road Culvert. MOTION: Directing a draft agreement be prepared for the December meeting. VOICE VOTE: Motion carried. NOTE: Town Chair Hassett said he would provide a template if one is available from the Towns Association.
7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS -- Committee Calendar. Noted.
8. ADJOURNMENT. MOTION: [Weihert/Petts] to adjourn. Motion carried. Time: 6:50 pm.



Attest: Mo Hansen, Clerk/Treasurer