

**MINUTES OF THE  
CITY COUNCIL MEETING  
MAY 06, 2019**

1. The meeting was called to order by Mayor Smith at 7:30 p.m.
  2. The following Aldermen were present: Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller.
  3. Pledge of Allegiance led by Mayor Tom Smith.
  4. Approval of Minutes as Written or Amended.  
Motion made by Alderman Darter and seconded by Alderman Heller to approve the April 15, 2019, 7:30 p.m., City Council Minutes. Motion passed unanimously with Aldermen Darter, Buettner, Row, Heller, Notheisen, Thomas, Hopkins, and Trantham voting yea.
  5. Miscellaneous Business.
    - A. Consideration and Action on Approval of 2019 Certification of Election Results.  
Motion made by Alderman Notheisen and seconded by Alderman Darter to approve 2019 Certification of Election Results. Motion passed unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.
  6. Motion to Recess for Swearing-In of Elected City Officials and Aldermen.  
Motion made by Alderman Row and seconded by Alderman Darter to recess. Motion passed unanimously with Aldermen Row, Heller, Notheisen, Thomas, Hopkins, Trantham, Darter and Buettner voting yea.
    - A. City Attorney Administered Oath of Office to Barbara Pace for the Office of City Clerk.
    - B. City Clerk Administered Oath of Office to Thomas G. Smith for the Office of Mayor.
    - C. City Clerk Administered Oath of Office to Brad A. Papenberg for the Office of Treasurer.
    - D. City Clerk Administered Oath of Office for Aldermen to the following Persons:
      - Ward I – Stephen Notheisen
      - Ward II – James J. (Jim) Hopkins
      - Ward III – Stan Darter
      - Ward IV – Clyde A. Heller
- RECONVENING ON CALL OF MAYOR SMITH.
7. Roll Call. Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller.
  8. Appointment of Officers for the Following Positions with the Advice and Consent of City Council.
    - A. Appointment of Mr. Tim Birk as Director of Public Works. Consent approved unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.
    - B. Appointment of Mrs. Shawn Kennedy as Collector/Budget Officer. Consent approved unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.
    - C. Appointment of Mrs. Sarah Deutch as Community Relations Coordinator. Consent approved unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.
    - D. Appointment of Mr. Jim Nagel as Subdivision & Zoning Administrator. Consent approved unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.
    - E. Appointment of Mr. Nathan Krebel as Building Inspector/Code Administrator. Consent approved unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.
    - F. Appointment of Mr. Michael Douglas as Chief of Police. Consent approved unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.

- G. Appointment of Mr. Daniel Hayes as City Attorney. Consent approved unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.
  - H. Appointment of Mrs. Jessica Rucks as Human Resources Coordinator. Consent approved unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.
9. Correction or Withdrawal of Agenda Items by Sponsor. None.
10. Petitions by Citizens on Non-Agenda Items. None.
11. Reports and Communications from the Mayor and other City Officers.
- A. Report of Collector. No report.
  - B. Report of Treasurer. No report.
  - C. Report of Subdivision and Zoning Administrator.  
Jim Nagel reported on 05-20-19, 7:15 p.m. the Public Hearing for HSS Annexation will be voted on.
  - D. Report of Director of Public Works.  
Tim Birk stated the last leg of repairs for Walgreens will be shut down beginning Monday.
  - E. Report of Director of Chief of Police. No report.
  - F. Report of City Attorney. No report.
  - G. Report and Communication by Mayor.
    - 1. IMUA Scholarship Awarded to Nathan Feldmeier.
    - 2. Appointment of Mr. Gary Schroeder to the Police Pension Board for a 2-Year Term to Expire 05-11-21.
    - 3. Appointment of Ms. Lauren Poettker to the Zoning Board of Appeals for a 5-Year Term to Expire 02-01-24.
    - 4. Plaque presentation to Mr. Ron Kaempfe for his service to the City of Waterloo on the Zoning Board of Appeals.
    - 5. Mayoral Committee Appointments. Distributed.
    - 6. Swearing in of Mr. Brandon S. Braye, as a Probationary Police Officer by Barbara Pace, City Clerk.
12. Report of Standing Committees. No report.
13. Report of Special Committees. No report.
14. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
- A. Consideration and Action on Ordinance No. 1778 Providing for the Vacation of a Right-of-Way on Maeystown Road and Adjacent to Property Owned by Daniel & Cassandra Lutz.  
Motion made by Alderman Hopkins and seconded by Alderman Heller to approve Ordinance No. 1778 providing for the vacation of a Right-of-Way on Maeystown Road and adjacent to property owned by Daniel & Cassandra Lutz. Motion passed unanimously with Aldermen Hopkins, Trantham, Darter, Buettner, Row, Heller, Notheisen and Thomas voting yea.
  - B. Consideration and Action on Ordinance No. 1779 Providing for the Acquisition of an Easement Adjacent to Mayestown Road on Property Owned by Daniel & Cassandra Lutz.  
Motion made by Alderman Row and seconded by Alderman Hopkins to approve Ordinance No. 1779 providing for the acquisition of an Easement adjacent to Maeystown Road on property owned by Daniel & Cassandra Lutz. Motion passed unanimously with Aldermen Row, Heller, Notheisen, Thomas, Hopkins, Trantham, Darter and Buettner voting yea.

- C. Consideration and Action on Ordinance No. 1780 Providing for the Vacation of an Easement on Property Owned by Daniel & Cassandra Lutz.  
Motion made by Alderman Buettner and seconded by Alderman Darter to approve Ordinance No. 1780 providing for the vacation of an Easement on property owned by Daniel & Cassandra Lutz. Motion passed unanimously with Aldermen Buettner, Row, Heller, Notheisen, Thomas, Hopkins, Trantham and Darter voting yea.
- D. Consideration and Action on Ordinance No. 1781 Amending the City of Waterloo Revised Code of Ordinances, Chapter 40 Zoning Code, Section 40-2-3(B), by the addition of “Car Wash” to the B-3 Central Business District, Special Use Permit Required List.  
Motion made by Alderman Notheisen and seconded by Alderman Darter to approve Ordinance No 1781 amending the City of Waterloo Revised Code of Ordinances, Chapter 40 Zoning Code, Section 40-2-3(B), by the addition of “Car Wash” to the B-3 Central Business District, Special Use Permit Required list. Motion passed unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.

15. Unfinished Business. None.

16. Miscellaneous Business.

- A. Consideration and Action on Warrant No. 577.  
Motion made by Alderman Darter and seconded by Alderman Hopkins to approve Warrant No. 577. Motion passed unanimously with Aldermen Darter, Buettner, Row, Heller, Notheisen, Thomas, Hopkins and Trantham voting yea.
- B. Consideration and Action on Annual Managed IT Services Agreement for Network Technology Support with the REJIS Commission for the year beginning May 01, 2019 through April 30, 2020.  
Motion made by Alderman Darter and seconded by Alderman Heller to approve an Annual Managed IT Services Agreement for Network Technology Support with the REJIS Commission for the year beginning May 01, 2019 through April 30, 2020. Motion passed unanimously with Aldermen Darter, Buettner, Row, Heller, Notheisen, Thomas, Hopkins and Trantham voting yea.
- C. Consideration and Action on Approval of Low Bidders from the 2019 MFT Bid Opening held on April 22, 2019 at 10:00 a.m.: EJ Dougherty Stone & Oil, Christ Brothers Asphalt, and the Don Anderson Company.  
Motion made by Alderman Row and seconded by Alderman Darter to approve low bidders from the 2019 MFT Bid Opening held on April 22, 2019 at 10:00 a.m.; EJ Dougherty Stone & Oil, Christ Brothers Asphalt, and the Don Anderson Company. Motion passed unanimously with Aldermen Row, Heller, Notheisen, Thomas, Hopkins, Trantham, Darter and Buettner voting yea.
- D. Consideration and Action on Solicitation Request from the Waterloo Lions Club for their Annual Diabetes Awareness Days Collection to be held on May 24 and 25, 2019 at the intersections of Main & Mill and Rogers & Hamacher.  
Motion made by Alderman Notheisen and seconded by Alderman Heller to approve a Solicitation Request from the Waterloo Lions Club for their Annual Diabetes Awareness Days Collection to be held on May 24 and 25, 2019 at the intersections of Main & Mill and Rogers & Hamacher. Motion passed unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.
- E. Consideration and Action on Special Event Permit Application from the SS Peter & Paul Catholic Church for their Annual Pancake Ride to be held on June 8, 2019 from 8:00 a.m. to 12:00 p.m.  
Motion made by Alderman Row and seconded by Alderman Hopkins to approve a Special Event Permit Application from the SS Peter & Paul Catholic Church for their Annual Pancake Ride to be held on June 8, 2019 from 8:00 a.m. to 12:00 p.m. Motion passed unanimously with Aldermen Row, Heller, Notheisen, Thomas, Hopkins, Trantham, Darter and Buettner voting yea.

- F. Consideration and Action on Special Event Permit Application from the Chamber of Commerce for their Annual Downtown Concert Series to be held on June 9, July 14, Aug 11, and Sept. 8 on the Courthouse Lawn from 4:30 p.m. to 7:30 p.m.  
Motion made by Alderman Notheisen and seconded by Alderman Darter to approve a Special Event Permit Application from the Chamber of Commerce for their Annual Downtown Concert Series to be held on June 9, July 14, Aug. 11 and Sept. 8 on the Courthouse Lawn from 4:30 p.m. to 7:30 p.m. Motion passed unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.
- G. Consideration and Action on Special Event Permit Application from the Porta Fest Committee for their Annual Porta Westfalica Festival and Parade to be held on June 18, 2019 from 8:00 a.m. to 11:59 p.m. on the streets of Mill, Main and Third around the Courthouse Square.  
Motion made by Alderman Buettner and seconded by Alderman Row to approve a Special Event Permit Application from the Porta Fest Committee for their Annual Porta Westfalica Festival and Parade to be held on June 18, 2019 from 8:00 a.m. to 11:59 p.m. on the streets of Mill, Main and Third around the Courthouse Square. Motion passed unanimously with Aldermen Buettner, Row, Heller, Notheisen, Thomas, Hopkins, Trantham and Darter voting yea.
- H. Consideration and Action on Special Event Permit Application from the Waterloo Lions Club and VFW Post #7980 for the Annual Waterloo Homecoming Event and Parade to be held from August 23, 2019 through August 24, 2019, on the streets of Mill, Main and Third around the Courthouse Square.  
Motion made by Alderman Notheisen and seconded by Alderman Darter to approve a Special Event Permit Application from the Waterloo Lions Club and VFW Post #7980 for the Annual Waterloo Homecoming Event and Parade to be held from August 23, 2019 through August 24, 2019, on the streets of Mill, Main and Third around the Courthouse Square. Motion passed unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.
- I. Consideration and Action on Solicitation Request from the VFW for their Annual Poppy Days Event to be held on May 18, 2019, 8 a.m. to 12 p.m., at the Intersections of Main/ Mill and Rogers/Hamacher.  
Motion made by Alderman Darter and seconded by Alderman Buettner to approve a Solicitation Request from the VFW for their Annual Poppy Days Event to be held on May 18, 2019, 8 a.m. to 12 p.m., at the Intersections of Main/Mill and Rogers/Hamacher. Motion passed unanimously with Aldermen Darter, Buettner, Row, Heller, Notheisen, Thomas, Hopkins and Trantham voting yea.
- J. Consideration and Action on Donation of Three (3) Retired Police Vehicles with de Minimis Value to House of Neighborly Service-Monroe County, Illinois, a Not-For-Profit Organization.  
Motion made by Alderman Row and seconded by Alderman Heller to approve the donation of three (3) retired police vehicles with de minimis value to House of Neighborly Service-Monroe County, Illinois, a Not-For-Profit organization. Motion passed unanimously with Aldermen Row, Heller, Notheisen, Thomas, Hopkins, Trantham, Darter and Buettner voting yea.
17. Discussion of Matters by Council Members Arising After Agenda Deadline. None.
18. Motion to Adjourn made by Alderman Heller and seconded by Alderman Thomas. Motion passed by unanimous voice vote. Mayor Smith adjourned the meeting at 8:05 p.m.

**Barbara Pace,**  
**CITY CLERK**