

**MINUTES OF THE
CITY COUNCIL MEETING
APRIL 20, 2026**

1. The meeting was called to order by Mayor Darter at 7:30 p.m.
2. The following Aldermen were present: Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most.
3. Pledge of Allegiance led by Mayor Stan Darter and Mayor for the Day, Rowan Phipps.
4. Correction or Withdrawal of Agenda Items by Sponsor. None.
5. Approval of Minutes as Written or Amended.
Approval of the April 06, 2026 City Council Meeting Minutes.
Motion made by Alderman Kyle Buettner and seconded by Alderman Charron to approve the April 06, 2026, City Council Meeting Minutes.
Motion passed unanimously with Aldermen Kyle Buettner, Riley, Most, Vogt, Matt Buettner, Hopkins, Trantham, and Charron voting 'aye'.
6. Petitions by Citizens on Non-Agenda Items. None.
7. Reports and Communications from the Mayor and other City Officers.
 - A. Report of Collector / Budget Officer.
The Collection Report is in the packet.
Motion to accept the Collection Report was made by Alderman Most and seconded by Alderman Riley.
Motion passed unanimously with Aldermen Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, and Riley voting 'aye'.
 - B. Report of Treasurer.
The Treasurer Report is in the packet.
Motion to accept the Treasurer Report was made by Alderman Vogt and seconded by Alderman Matt Buettner.
Motion passed unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting 'aye'.
 - C. Report of Building Inspector / Code Administrator. The report is in the packet.
 - D. Report of Subdivision and Zoning Administrator. The report is in the packet.
 - E. Report of Deputy Director of Public Works. No report.
 - F. Report of Director of Public Works. No report.
 - G. Report of Deputy Chief of Police. No report.
 - H. Report of City Attorney. No report.
 - I. Report and Communication by Mayor.
 1. Certificate of Recognition to Mayor for the Day, Rowan Phipps.
 2. Re-Appointment of Sandra Sauget to the Board of Police Commissioners for a 3-Year Term to Expire 05-01-29.
8. Report of Standing Committees. None.
9. Report of Special Committees. None.
10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
 - A. Consideration and Action on Ordinance No. 1935 Further Amending City of Waterloo Ordinance No. 1766 to Add Territory to, Delete Territory From, Modify Incentives of, and Add Units of Government to the Monroe-Randolph County Enterprise Zone.
Motion made by Alderman Kyle Buettner and seconded by Alderman Most to approve Ordinance No. 1935 Further Amending City of Waterloo Ordinance No. 1766 to Add Territory to, Delete Territory From, Modify Incentives of, and Add Units of Government to the Monroe-Randolph County Enterprise Zone.

Comments: Alderman Kyle Buettner, Chairman of the Ordinance Committee, stated the Committee reviewed the proposed modifications to the Enterprise Zone and provided unanimous approval.

Motion passed unanimously with Aldermen Kyle Buettner, Riley, Most, Vogt, Matt Buettner, Hopkins, Trantham, and Charron voting ‘aye’.

11. Unfinished Business. None.

12. Miscellaneous Business.

A. Consideration and Action on Re-Appointment of Dan Kennedy to the Waterloo Cemetery Board for a 3-Year Term to Expire on April 01, 2029.

Appointment approved unanimously with consent from Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting ‘aye’.

B. Consideration and Action on Approval of Renewal of Contract with DDI Media for Billboard Advertising on the Digital Board west of the JB Bridge for 20 Weeks of Fiscal Year 2026-2027 at a Cost of \$10,000.00 less a 15% Discount through Discover Downstate Illinois Tourism Bureau for a Total Cost of \$8,500.00 to be paid out of the Hotel / Motel Tax Fund.

Motion made by Alderman Charron and seconded by Alderman Riley on Approval of a Renewal of Contract with DDI Media for Billboard Advertising on the Digital Board west of the JB Bridge for 20 Weeks of Fiscal Year 2026-2027 at a Cost of \$10,000.00 less a 15% Discount through Discover Downstate Illinois Tourism Bureau for a Total Cost of \$8,500.00 to be paid out of the Hotel / Motel Tax Fund.

Comments: This item received a favorable recommendation at the April 13 Utility Meeting for the next fiscal year’s budget. However, since the contract period runs from May 1 to April 30 of the current fiscal year, it has been included on this agenda to ensure timely approval.

Motion passed unanimously with Aldermen Charron, Kyle Buettner, Riley, Most, Vogt, Matt Buettner, Hopkins, and Trantham voting ‘aye’.

C. Consideration and Action on Renewal of the CTM Media Group St. Louis Local & Attractions 12-Month Distribution Program, term of May 1, 2026 through April 30, 2027, for a cost of \$2,907.00 to be paid out of the Hotel / Motel Tax Fund. (15% discount received through membership with Discover Downstate Illinois).

Motion made by Alderman Charron and seconded by Alderman Matt Buettner to Approve a Renewal of the CTM Media Group St. Louis Local & Attractions 12-Month Distribution Program, term of May 1, 2026 through April 30, 2027, for a cost of \$2,907.00 to be paid out of the Hotel / Motel Tax Fund. (15% discount received through membership with Discover Downstate Illinois).

Comments: This item was discussed at the Utility meeting and received a positive recommendation for inclusion in the upcoming budget. The City works with CTM to distribute brochures at various locations, including tourism areas.

Motion passed unanimously with Aldermen Charron, Kyle Buettner, Riley, Most, Vogt, Matt Buettner, Hopkins, and Trantham voting ‘aye’.

D. Consideration and Action on Increase in Monthly Household Charge for Trash and Recycling Pick Up to \$19.68 beginning May 1, 2026.

Motion made by Alderman Most and seconded by Alderman Vogt to Approve an Increase in Monthly Household Charge for Trash and Recycling Pick Up to \$19.68 beginning May 1, 2026.

Comments: The rate increase is \$0.50 more per month, equating to a 2.63% adjustment. The contract permits an increase based on either the Consumer Price Index (CPI) or 3%, whichever is greater. Reliable Sanitation Service applied the CPI, which resulted in a lower rate increase.

Motion passed unanimously with Aldermen Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, and Riley voting ‘aye’.

E. Consideration and Action on Approval of the City of Waterloo’s Annual \$7,500.00 Contribution to Western Egyptian.

Motion made by Alderman Kyle Buettner and seconded by Alderman Hopkins on

Approval of the City of Waterloo’s Annual \$7,500.00 Contribution to Western Egyptian.

Motion passed unanimously with Aldermen Kyle Buettner, Riley Most, Vogt, Matt Buettner, Hopkins, Trantham, and Charron voting ‘aye’.

- F. Consideration and Action on the Purchase of Equipment for the Waterloo Police Dept. 2027 Ford Expedition SSV (canine vehicle) in the amount of \$16,965.91 from Datatronics.

Motion made by Alderman Riley and seconded by Alderman Most to approve the Purchase of Equipment for the Waterloo Police Dept. 2027 Ford Expedition SSV (canine vehicle) in the amount of \$16,965.91 from Datatronics.

Comments: This equipment will be used to outfit the newly purchased canine vehicle, including the installation of the aluminum kennel. The funding is sourced through DEA-related funds.

Motion passed unanimously with Aldermen Riley, Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, and Kyle Buettner voting ‘aye’.

- G. Consideration and Action on a Fee Waiver Request from the Waterloo Fire Protection District in the Amount of \$227.50 for Construction of a Porch Addition.

Motion made by Alderman Vogt and seconded by Alderman Riley to approve a Fee Waiver Request from the Waterloo Fire Protection District in the Amount of \$227.50 for Construction of a Porch Addition.

Comments: The Zoning Administrator stated a porch and outdoor kitchen are being built, with a request to waive building and inspection fees.

Motion passed unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting ‘aye’.

- H. Consideration and Action on a Fee Waiver Request from the Waterloo Park District in the Amount of \$167.20 for Construction of a Pavilion.

Motion made by Alderman Charron and seconded by Alderman Kyle Buettner to approve a Fee Waiver Request from the Waterloo Park District in the Amount of \$167.20 for Construction of a Pavilion.

Motion passed unanimously with Aldermen Charron, Kyle Buettner, Riley, Most, Vogt, Matt Buettner, Hopkins, and Trantham voting ‘aye’.

- I. Consideration and Action on a Special Use Permit Application for a Home Occupation (Hair Salon) to be located at 510 S. Market Street.

Motion made by Alderman Vogt and seconded by Alderman Charron to approve a Special Use Permit Application for a Home Occupation (Hair Salon) to be located at 510 S. Market Street.

Comments: The Zoning Administrator mentioned the Special Use Permit received unanimous approval from both the Planning Commission and the Zoning Board.”

Motion passed unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting ‘aye’.

- J. Consideration and Action on a Special Event Permit Application from the Immanuel Lutheran Church for a Vacation Bible School Water Party to be held on Friday, June 19, 2026 from 12:30 p.m. to 2:30 p.m., including the Street Closure of Hoener Street, between Main and Church.

Motion made by Alderman Hopkins and seconded by Alderman Riley to approve a Special Event Permit Application from the Immanuel Lutheran Church for a Vacation Bible School Water Party to be held on Friday, June 19, 2026 from 12:30 p.m. to 2:30 p.m., including the Street Closure of Hoener Street, between Main and Church.

Motion passed unanimously with Aldermen Hopkins, Trantham, Charron, Kyle Buettner, Riley, Most, Vogt, and Matt Buettner voting ‘aye’.

- K. Consideration and Action on a Special Event Permit Application for Celebrating America 250: Fun Run, Parade & Festival to be held on Saturday, July 4, 2026 from 8:00 a.m. to 2:00 p.m., including the Street Closures of Main, Mill and Third around the Courthouse Square.

Motion made by Alderman Charron and seconded by Alderman Kyle Buettner to approve a Special Event Permit Application for Celebrating America 250: Fun Run,

Parade & Festival to be held on Saturday, July 4, 2026 from 8:00 a.m. to 2:00 p.m., including the Street Closures of Main, Mill and Third around the Courthouse Square.

Motion passed unanimously with Aldermen Charron, Kyle Buettner, Riley, Most, Vogt, Matt Buettner, Hopkins, and Trantham voting ‘aye’.

- L. Consideration and Action on a Special Event Permit Application for PumpkinFest to be held on Saturday, October 10, 2026 from 9:00 a.m. to 4 p.m., including the Street Closures of Main, Mill and Third around the Courthouse Square.

Motion made by Alderman Riley and seconded by Alderman Charron to approve a Special Event Permit Application for PumpkinFest to be held on Saturday, October 10, 2026 from 9:00 a.m. to 4 p.m., including the Street Closures of Main, Mill and Third around the Courthouse Square.

Motion passed unanimously with Aldermen Riley, Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, and Kyle Buettner voting ‘aye’.

- M. Consideration and Action on a Special Event Permit Application from Zera Artisan Bakery for a Mother’s Day Flower Truck Pop-Up to be held on Saturday, May 9, 2026 from 7:30 a.m. to 4:30 p.m., including the closure of two parking spaces in front of 101 S. Main Street.

Motion made by Alderman Most and seconded by Alderman Matt Buettner to approve a Special Event Permit Application from Zera Artisan Bakery for a Mother’s Day Flower Truck Pop-Up to be held on Saturday, May 9, 2026 from 7:30 a.m. to 4:30 p.m., including the closure of two parking spaces in front of 101 S. Main Street.

Comments: It was mentioned that mobile vendors are permitted only when associated with a City-sanctioned or special event, or when serving as a caterer for a private event on private property. A question was raised as to whether the proposed activity qualifies as a special event under these criteria. While the occasion cited was Mother’s Day, concern was expressed regarding this potential pop-up vendor drawing business away from established brick-and-mortar establishments.

Motion passed unanimously with Aldermen Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, and Riley voting ‘aye’.

13. Discussion of Matters by Council Members Arising After Agenda Deadline.

The Aldermen thanked Mayor of the Day, Rowan Phipps for her service this evening.

Alderman Hopkins expressed appreciation to Sandra Sauget for her service on the Board of Police Commissioners.

Mayor Darter gave an overview of the day he spent with Mayor of the Day, Rowan Phipps.

Mr. James Milburn spoke before the Council, handing out documents about a possible civil lawsuit. He said he was the one who chalked the sidewalks at the courthouse and explained the papers outlining his intent to sue over civil rights violations, false arrest, malicious prosecution, First Amendment retaliation, due process issues, bystander liability, spoliation, and judicial misconduct. He also mentioned a request for a special prosecutor. Mayor Darter asked how this related to the City of Waterloo, since it happened at the Monroe County Courthouse. Mr. Milburn responded that the City would be named in the proposed litigation and referenced City Attorney Natalie Steppig in connection with the matter.

14. Motion to Adjourn made by Alderman Vogt and seconded by Alderman Riley.

Motion passed by a unanimous voice vote.

Mayor Darter adjourned the meeting at 8:05 p.m.

Minutes submitted by Mechelle Childers – City Clerk