

**MINUTES OF THE
CITY COUNCIL MEETING
MAY 04, 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. Appointment of Officers for the Following Positions with the Advice and Consent of City Council.
 - A. Appointment of JR Landeck as Director of Public Works.
Consent was approved unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting 'aye'.
 - B. Appointment of Nathan Krebel as Deputy Director of Public Works.
Consent was approved unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting 'aye'.
 - C. Appointment of Roberta Rohwedder as Subdivision & Zoning Administrator.
Consent was approved unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting 'aye'.
 - D. Appointment of Sarah Craig as Collector / Budget Officer.
Consent was approved unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting 'aye'.
 - E. Appointment of Sarah Deutch as Community Relations Coordinator.
Consent was approved unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting 'aye'.
 - F. Appointment of Trisha Hoagland as Human Resources Coordinator.
Consent was approved unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting 'aye'.
 - G. Appointment of Dane Luke as Chief of Police.
Consent was approved unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting 'aye'.
 - H. Appointment of St. Clair, Gilbreth & Steppig, LLC as City Attorney.
Consent was approved unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting 'aye'.
4. Pledge of Allegiance led by Mayor Stan Darter.
5. Correction or Withdrawal of Agenda Items by Sponsor. None.
6. Approval of Minutes as Written or Amended.
Approval of the April 20, 2026, City Council Meeting Minutes.
Motion made by Alderman Hopkins and seconded by Alderman Riley to approve the April 20, 2026, City Council Meeting Minutes as presented.
Motion passed unanimously with Aldermen Hopkins, Trantham, Charron, Kyle Buettner, Riley, Most, Vogt, and Matt Buettner voting 'aye'.
7. Petitions by Citizens on Non-Agenda Items.

Mr. James Milburn addressed the council claiming that City Attorney Natalie Steppig engaged in misconduct by filing false police reports and distributed documents to back up his claims. Mr. Milburn further alleged that Mrs. Steppig had utilized what he described as a "silver bullet" tactic involving repeated false accusations during custody and divorce proceedings. He indicated that he had never previously been the subject of a DCFS complaint until Mrs. Steppig became involved in the matter.

Sheri Black stated that she was distributing a packet documenting what she described as a pattern of extortion, ethical misconduct, and a double standard involving City Attorney Natalie Steppig. Ms. Black explained that the matter was not intended as a personal grievance, but rather as a report of alleged professional misconduct affecting public integrity. During her remarks, Ms. Black provided several examples to back up her claims.

8. Reports and Communications from the Mayor and other City Officers.
 - A. Report of Collector / Budget Officer. No report.
 - B. Report of Treasurer.

Approval of the Annual Police Pension Fund Report.
The City Treasurer is required to provide a report verifying that all funds collected by the municipality on behalf of the Police Pension Fund have been transferred to the Police Pension Fund and that no funds are still held by the municipality.
Motion made by Alderman Hopkins and seconded by Alderman Most to approve the Annual Police Pension Fund Report as presented.
Motion passed unanimously with Aldermen Hopkins, Trantham, Charron, Kyle Buettner, Riley, Most, Vogt, and Matt Buettner voting ‘aye’.
 - C. Report of Subdivision and Zoning Administrator. No report.
 - D. Report of Deputy Director of Public Works. No report.
 - E. Report of Director of Public Works. No report.
 - F. Report of Chief of Police. No report.
 - G. Report of City Attorney. No report.
 - H. Report and Communication by Mayor.
 1. Certificate of Commendation to the Waterloo High School Science Olympiad Team for their Third Place Finish at the 2026 Illinois Science Olympiad State Tournament.
 2. Re-Appointment of Bill Rebholz to the Police Pension Board for a 2-Year Term to Expire May 09, 2028.
Consent was approved unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting ‘aye’.
9. Report of Standing Committees. None.
10. Report of Special Committees. None.
11. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
 - A. Consideration and Action on Ordinance No. 1936 Amending the Official Zoning Map of the City of Waterloo, Illinois for Parcel No. 07-25-100-004-000 (Lots 1 and 2) to be changed from I-1 Light Industrial to B-2 General Business (southeast corner of Illinois State Route 3 and Illinois Avenue).

Motion made by Alderman Most and seconded by Alderman Riley to accept Ordinance No. 1936 Amending the Official Zoning Map of the City of Waterloo, Illinois for Parcel No. 07-25-100-004-000 (Lots 1 and 2) to be changed from I-1 Light Industrial to B-2 General Business (southeast corner of Illinois State Route 3 and Illinois Avenue).
Comments: Alderman Most, Chairman of the Planning Committee, stated the Ordinance was reviewed by the committee and received approval.
Motion passed unanimously with Aldermen Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, and Riley voting ‘aye’.
 - B. Consideration and Action on Resolution No. 26-07 Approving a Professional Services Agreement between the City of Waterloo, IL and HMG Engineers, Inc. for Design & Surveying Services in the Not-To-Exceed Amount of \$19,000.00 for the “Remlok to the Waste Water Treatment Plant Water Main Loop”.

Motion made by Alderman Vogt and seconded by Alderman Hopkins to accept Resolution No. 26-07 Approving a Professional Services Agreement between the City of Waterloo, IL and HMG Engineers, Inc. for Design & Surveying Services in the Not-To-Exceed Amount of \$19,000.00 for the “Remlok to the Waste Water Treatment Plant Water Main Loop”.
Comments: This project aims to link the Country Club Hills and Remlok subdivisions, creating a looped water system instead of depending on the single feed from Quail Ridge.
Motion passed unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting ‘aye’.
12. Unfinished Business. None.
13. Miscellaneous Business.
 - A. Consideration and Action on Warrant No. 661.

Motion made by Alderman Most and seconded by Alderman Charron to approve Warrant No. 661.

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

- B. Consideration and Action on Approving Annual Managerial Raises in the Amount of 3.75% for JR Landeck, Nathan Krebel, Roberta Rohwedder, Sarah Craig, Sarah Deutch, Trisha Hoagland, Dane Luke, and Trin Daws.

Motion made by Alderman Hopkins and seconded by Alderman Riley to approve Annual Managerial Raises in the Amount of 3.75% for JR Landeck, Nathan Krebel, Roberta Rohwedder, Sarah Craig, Sarah Deutch, Trisha Hoagland, Dane Luke, and Trin Daws.

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

- C. Consideration and Action on Approval of the Annual Contract Renewal with AO Creatives beginning May 01, 2026 through April 30, 2027 for Digital Marketing Services at a cost of \$1,875.00 per month, less a 15% discount through the Discover Downstate Illinois Tourism Bureau, for a total cost of \$1,593.75 per Month.

Motion made by Alderman Riley and seconded by Alderman Vogt on Approval of the Annual Contract Renewal with AO Creatives beginning May 01, 2026 through April 30, 2027 for Digital Marketing Services at a cost of \$1,875.00 per month, less a 15% discount through the Discover Downstate Illinois Tourism Bureau, for a total cost of \$1,593.75 per Month.

Comments: AO Creatives was utilized for the first time last year and proved to be an asset in creating and sharing content, giving the City more media and promotional coverage than existing staff could handle alone.

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

- D. Consideration and Action on Non-Profit Grant Program Application from the Monroe County History Museum in the Amount of \$7,247.09 for their Project “Video Security Addition & Honeysuckle Removal”.

Motion made by Alderman Charron and seconded by Alderman Kyle Buettner to approve a Non-Profit Grant Program Application from the Monroe County History Museum in the Amount of \$7,247.09 for their Project “Video Security Addition & Honeysuckle Removal”.

Comments: Alderman Trantham, Chairman of the Waterloo Beautification Committee, stated the application was reviewed by the committee and received approval.

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

- E. Consideration and Action on Non-Profit Grant Program Application from the Monroe County Historical Society in the Amount of \$7,500.00 for their Project “Continued Beautification and Repair of the Bellefontaine House Exterior”.

Motion made by Alderman Most and seconded by Alderman Kyle Buettner to approve a Non-Profit Grant Program Application from the Monroe County Historical Society in the Amount of \$7,500.00 for their Project “Continued Beautification and Repair of the Bellefontaine House Exterior”.

Comments: Alderman Trantham, Chairman of the Beautification Committee, stated the application was reviewed by the committee and received approval.

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

- F. Consideration and Action on Non-Profit Grant Program Application from the Monroe County Fair Association in the Amount of \$7,500.00 for their Project “Carport Type Building”.

Motion made by Alderman Vogt and seconded by Alderman Riley to approve a Non-Profit Grant Program Application from the Monroe County Fair Association in the Amount of \$7,500.00 for their Project “Carport Type Building”.

Comments: Alderman Trantham, Chairman of the Beautification Committee, stated the application was reviewed by the committee and received approval.

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

- G. Consideration and Action on Non-Profit Grant Program Application from the American Legion Post #747 in the Amount of \$5,000.00 for their Project “Lakeview Park Flagpole”.
Motion made by Alderman Hopkins and seconded by Alderman Charron to approve a Non-Profit Grant Program Application from the American Legion Post #747 in the Amount of \$5,000.00 for their Project “Lakeview Park Flagpole”.
Comments: Alderman Trantham, Chairman of the Beautification Committee, stated the application was reviewed by the committee and received approval.
Motion passed unanimously with Aldermen Hopkins, Trantham, Charron, Kyle Buettner, Riley, Most, Vogt, and Matt Buettner voting ‘aye’.
- H. Consideration and Action on Non-Profit Grant Program Application from the Waterloo Sports Association in the Amount of \$7,500.00 for their Project “Pitching Machines, Lightning Detectors and Parking Lot Rock”.
Motion made by Alderman Hopkins and seconded by Alderman Charron to approve a Non-Profit Grant Program Application from the Waterloo Sports Association in the Amount of \$7,500.00 for their Project “Pitching Machines, Lightning Detectors and Parking Lot Rock”.
Comments: Alderman Trantham, Chairman of the Beautification Committee, stated the application was reviewed by the committee and received approval.
Motion passed unanimously with Aldermen Hopkins, Trantham, Charron, Kyle Buettner, Riley, Most, Vogt, and Matt Buettner voting ‘aye’.
- I. Consideration and Action on Approval of a Minor Subdivision Plat for Casey’s.
Motion made by Alderman Most and seconded by Alderman Riley on Approval of a Minor Subdivision Plat for Casey’s.
Comments: Alderman Most, Chairman of the Planning Committee, reported that the Casey’s plat and site plan (Item J) consisted of subdividing the existing parcel into two separate lots, one designated for the proposed Casey’s development and the other reserved for future development. The plat received unanimous approval from the committee.
Motion passed unanimously with Aldermen Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, and Riley voting ‘aye’.
- J. Consideration and Action on Approval of a Commercial Site Plan for Casey’s.
Motion made by Alderman Vogt and seconded by Alderman Most on Approval of a Commercial Site Plan for Casey’s.
Motion passed unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting ‘aye’.
- K. Consideration and Action on Approval of a Commercial Site Plan for North Pointe Lots 5 & 6.
Motion made by Alderman Most and seconded by Alderman Riley on Approval of a Commercial Site Plan for North Pointe Lots 5 & 6.
Comments: Alderman Most, Chairman of the Planning Committee, reported that there was discussion regarding the proposed building, including the site plan layout, access and utility easements, traffic flow, and related development details, however, the plat received unanimous approval from the committee.
Motion passed unanimously with Aldermen Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, and Riley voting ‘aye’.
- L. Consideration on approval to accept an easement of North Points Lots 5 and 6.
This agenda item appears on some agendas but not others. The Mayor requested that the proposed easement approval for North Pointe Lots 5 and 6 be tabled until the matter was ready for review.
Motion made by Alderman Vogt and seconded by Alderman Hopkins to table Agenda Item L.
Motion passed unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting ‘aye’.
- M. Consideration and Action on Special Event Permit Application from Vintage Wine Bar for their Annual Back Alley Music Festival to be held on May 30, 2026 at 11 a.m. through May 31, 2026 at 11:30 p.m., including the closure of their back alley extending from Third Street around to Main Street.

Motion made by Alderman Charron and seconded by Alderman Kyle Buettner to approve a Special Event Permit Application from Vintage Wine Bar for their Annual Back Alley Music Festival to be held on May 30, 2026 at 11 a.m. through May 31, 2026 at 11:30 p.m., including the closure of their back alley extending from Third Street around to Main Street. Motion passed unanimously with Aldermen Charron, Kyle Buettner, Riley, Most, Vogt, Matt Buettner, Hopkins, and Trantham voting ‘aye’.

- N. Consideration and Action on Special Event Permit Application from Vintage Wine Bar for their a Back Alley Benefit Concert to be held on September 18, 2026 at 5 p.m. through September 19, 2026 at 12 a.m., including the closure of their back alley extending from Third Street around to Main Street.

Motion made by Alderman Kyle Buettner and seconded by Alderman Riley to approve a Special Event Permit Application from Vintage Wine Bar for their Back Alley Benefit Concert to be held on September 18, 2026 at 5 p.m. through September 19, 2026 at 12 a.m., including the closure of their back alley extending from Third Street around to Main Street.

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

- O. Consideration and Action on a Special Event Permit Application from the Porta Westfalica Fest for their Annual Porta Westfalica Festival and Parade to be held on Tuesday, June 16, 2026 from 8:00 a.m. to 10:00 p.m., including the Street Closures of Main Street (between Mill and Third), Mill Street (between Main and Market), and Third Street (between Main and Market); and the temporary Street Closures of Monroe, Columbia, Main, Mill and Library for the Parade at 6:00 p.m.

Motion made by Alderman Most and seconded by Alderman Vogt to approve a Special Event Permit Application from the Porta Westfalica Fest for their Annual Porta Westfalica Festival and Parade to be held on Tuesday, June 16, 2026 from 8:00 a.m. to 10:00 p.m., including the Street Closures of Main Street (between Mill and Third), Mill Street (between Main and Market), and Third Street (between Main and Market); and the temporary Street Closures of Monroe, Columbia, Main, Mill and Library for the Parade at 6:00 p.m.

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

- P. Consideration and Action on Executive Session for the Discussion of Personnel as per 5 ILCS 120/2(c)(1); and, Litigation as per 5 ILCS 120/2(c)(11).

Motion to move into Executive Session made by Alderman Riley and seconded by Alderman Matt Buettner. Motion passed unanimously by voice vote.

Entered into Executive Session at 8:04 p.m.

Adjourned Executive Session at 8:32 p.m.

Motion to Resume Session made by Alderman Riley and seconded by Alderman Matt Buettner.

Motion passed by unanimous voice vote.

Returned to regular session at 8:33 p.m.

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

Mayor Darter mentioned that there will be a few minor changes to committee assignments, and an updated list should be available later this week.

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

Motion passed with a unanimous voice vote.

Mayor Darter adjourned the meeting at 8:34 p.m.

Minutes submitted by Mechelle Childers – City Clerk