

**MINUTES OF THE
CITY COUNCIL MEETING
MAY 19, 2025**

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.
4. Correction or Withdrawal of Agenda Items by Sponsor. None.
5. Approval of Minutes as Written or Amended.
Approval of the May 05, 2025, City Council Meeting Minutes.
Motion made by Alderman Matt Buettner and seconded by Alderman Hopkins to approve the May 05, 2025 City Council Meeting Minutes as presented.
Motion passed unanimously with Aldermen Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, Most, and Vogt 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 Treasurer.
The Treasurer Report is in the packet.
Motion to accept the Treasurer Report was made by Alderman Kyle Buettner and seconded by Alderman Riley.
Motion passed unanimously with Aldermen Kyle Buettner, Riley, Most, Vogt, Matt Buettner, Hopkins, Trantham, and Charron voting 'aye'.
 - B. Report of Collector / Budget Officer.
The Collection Report is in the packet.
Motion to accept the Collection Report was made by Alderman Hopkins and seconded by Alderman Most.
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. The report is in the packet.
 - D. Report of Building Inspector / Code Administrator. The report is in the packet.
 - E. Report of Deputy Director of Public Works. No report.
 - F. Report of Director of Public Works.
This week is National Public Works Week, and today we celebrated with a luncheon and an Equipment Rodeo.
 - G. Report of Chief of Police. No report.
 - H. Report of City Attorney. No report.
 - I. Report and Communication by Mayor.
 1. Presentation of Certificate of Commendation to the Waterloo Junior High School Girls Track & Field Team for their First Place Championship at the SIJHSAA Class L State Track Meet.
 2. Appointment of Kevin Scheibe as the WEMA Coordinator effective June 1, 2025.
Consent was approved unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting 'aye'.
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. 1908 Adopting an Amended Budget for the City of Waterloo, Illinois for the Fiscal Year of May 01, 2024 through April 30, 2025.

Motion made by Alderman Riley and seconded by Alderman Matt Buettner to accept Ordinance No. 1908 Adopting an Amended Budget for the City of Waterloo, Illinois for the Fiscal Year of May 01, 2024 through April 30, 2025.

Motion passed unanimously with Aldermen Riley, Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, and Kyle Buettner voting ‘aye’.
 - B. Consideration and Action on Ordinance No. 1909 Adopting the Annual Budget for the City of Waterloo, Illinois for the Fiscal Year of May 01, 2025 through April 30, 2026 as amended.

Motion made by Alderman Charron and seconded by Alderman Kyle Buettner to accept Ordinance No. 1909 Adopting the Annual Budget for the City of Waterloo, Illinois for the Fiscal Year of May 01, 2025 through April 30, 2026 as amended.

Motion passed unanimously with Aldermen Charron, Kyle Buettner, Riley, Most, Vogt, Matt Buettner, Hopkins, and Trantham voting ‘aye’.
 - C. Consideration and Action on Ordinance No. 1910 Amending the Official Zoning Map of the City of Waterloo, Illinois for Lots #14, #15, and #16 in the Elsie Kolmer Subdivision, from B-3 Central Business District to R-2 Single Family Residential.

Motion made by Alderman Most and seconded by Alderman Vogt to accept Ordinance No. 1910 Amending the Official Zoning Map of the City of Waterloo, Illinois for Lots #14, #15, and #16 in the Elsie Kolmer Subdivision, from B-3 Central Business District to R-2 Single Family Residential.

Comments: Alderman Most, Chairman of the Planning and Annexation Committee, stated the committee reviewed, discussed and approved this ordinance change.

Motion passed unanimously with Aldermen Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, and Riley voting ‘aye’.
11. Unfinished Business. None.
12. Miscellaneous Business.
 - A. Consideration and Action on Setting June 16, 2025 at 7:20 p.m., as the Date and Time for a Public Hearing for an Annexation Agreement Between the City of Waterloo and Dennis R. Brand Trust, Virginia L. Brand Trust, and BMW Trust for the Annexation of Approximately 15.22 Acres of Property.

Motion made by Alderman Most and seconded by Alderman Riley to Approve Setting June 16, 2025 at 7:20 p.m., as the Date and Time for a Public Hearing for an Annexation Agreement Between the City of Waterloo and Dennis R. Brand Trust, Virginia L. Brand Trust, and BMW Trust for the Annexation of Approximately 15.22 Acres of Property.

Motion passed unanimously with Aldermen Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, and Riley voting ‘aye’.
 - B. Consideration and Action on Platinum Level Sponsorship of the Songs4Soldiers Benefit Concert at a Cost of \$4,000.00 to be Paid from the Hotel / Motel Tax Fund.

Motion made by Alderman Charron and seconded by Alderman Hopkins on Approval of a Platinum Level Sponsorship of the Songs4Soldiers Benefit Concert at a Cost of \$4,000.00 to be Paid from the Hotel / Motel Tax Fund.

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

- C. Consideration and Action on Approval of the Purchase of Furniture for the Council Chambers, including Forty-Two (42) Guest Chairs, Six (6) High Back Guest Chairs, and Three (3) End Tables from KI at a Cost not to Exceed \$22,000.00.
Motion made by Alderman Kyle Buettner and seconded by Alderman Trantham to approve the Purchase of Furniture for the Council Chambers, including Forty-Two (42) Guest Chairs, Six (6) High Back Guest Chairs, and Three (3) End Tables from KI at a Cost not to Exceed \$22,000.00.
Motion passed unanimously with Aldermen Kyle Buettner, Riley, Most, Vogt, Matt Buettner, Hopkins, Trantham, and Charron voting ‘aye’.
- D. Consideration and Action on Approval of the Purchase of Ten (10) Task Chairs for the City Hall Business Office and Nine (9) Meeting Room Chairs for the Front and Upstairs Conference Rooms from KI at a Cost not to Exceed \$12,500.00.
Motion made by Alderman Matt Buettner and seconded by Alderman Hopkins to approve the Purchase of Ten (10) Task Chairs for the City Hall Business Office and Nine (9) Meeting Room Chairs for the Front and Upstairs Conference Rooms from KI at a Cost not to Exceed \$12,500.00.
Motion passed unanimously with Aldermen Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, Most, and Vogt voting ‘aye’.
- E. Consideration and Action on Approval of a 6-Month Extension to the Tequila’s Waterloo Beautification Grant to expire November 4, 2025. (Originally approved 11-4-24 to 5-4-25.)
Motion made by Alderman Trantham and seconded by Alderman Most to approve a 6-Month Extension to the Tequila’s Waterloo Beautification Grant to expire November 4, 2025. (Originally approved 11-4-24 to 5-4-25.)
Motion passed unanimously with Aldermen Trantham, Charron, Kyle Buettner, Riley, Most, Vogt, Matt Buettner, and Hopkins voting ‘aye’.
- F. Consideration and Action on Approval of a Waterloo Beautification Grant Application from The Coffee Girl, Inc.
Motion made by Alderman Trantham and seconded by Alderman Vogt on Approval of a Waterloo Beautification Grant Application from The Coffee Girl, Inc.
Comments: Alderman Trantham, Chairman of the Waterloo Beautification Committee, mentioned the committee reviewed the plans and approved the grant application.
Motion passed unanimously with Aldermen Trantham, Charron, Kyle Buettner, Riley, Most, Vogt, Matt Buettner, and Hopkins voting ‘aye’.
- G. Consideration and Action on a Non-Profit Grant Program Application from the Monroe County History Museum in the Amount of \$7,500.00 for their Project, “Storage Shed”.
Motion made by Alderman Hopkins and seconded by Alderman Most on Approval of a Non-Profit Grant Program Application from the Monroe County History Museum in the Amount of \$7,500.00 for their Project, “Storage Shed”.
Comments: Alderman Trantham, Chairman of the Waterloo Beautification Committee, stated the committee reviewed the plans for the storage shed and approved the non-profit grant application.
Motion passed unanimously with Aldermen Hopkins, Trantham, Charron, Kyle Buettner, Riley, Most, Vogt, and Matt Buettner voting ‘aye’.
- H. Consideration and Action on a Special Event Permit Application from the Waterloo Porta Westfalica Fest for their Annual Porta Westfalica Festival and Parade to be held on Tuesday, June 17, 2025 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 Hopkins and seconded by Alderman Charron to approve a Special Event Permit Application from the Waterloo Porta Westfalica Fest for their Annual Porta Westfalica Festival and Parade to be held on Tuesday, June 17, 2025 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 Hopkins, Trantham, Charron, Kyle Buettner, Riley, Most, Vogt, and Matt Buettner voting ‘aye’.

- I. Consideration and Action on a Special Event Permit Application from The Coffee Girl, Inc. for a Ribbon Cutting Ceremony to be held on Thursday, June 19, 2025 from 10:00 a.m. to 2:30 p.m., including the Closure of Main Street from the Alley south of HTC to south of 221 S. Main Street.
Motion made by Alderman Charron and seconded by Alderman Trantham to approve a Special Event Permit Application from The Coffee Girl, Inc. for a Ribbon Cutting Ceremony to be held on Thursday, June 19, 2025 from 10:00 a.m. to 2:30 p.m., including the Closure of Main Street from the Alley south of HTC to south of 221 S. Main Street.
Motion passed unanimously with Aldermen Charron, Kyle Buettner, Riley, Most, Vogt, Matt Buettner, Hopkins, and Trantham voting ‘aye’.
- J. Consideration and Action on a Special Event Permit Application from Crafted in the Loo & The Coffee Girl for the 1st Annual Red, White & Blue in the Loo 4th of July Parade to be held on Friday, July 4, 2025, from 10:00 a.m. to approximately 11:00 a.m., including the temporary Street Closures of Columbia, Main and Mill.
Motion made by Alderman Hopkins and seconded by Alderman Riley to approve a Special Event Permit Application from Crafted in the Loo & The Coffee Girl for the 1st Annual Red, White & Blue in the Loo 4th of July Parade to be held on Friday, July 4, 2025, from 10:00 a.m. to approximately 11:00 a.m., including the temporary Street Closures of Columbia, Main and Mill.
Motion passed unanimously with Aldermen Hopkins, Trantham, Charron, Kyle Buettner, Riley, Most, Vogt, and Matt Buettner voting ‘aye’.
- K. Consideration and Action on a Solicitation Request from the Metzger-Crook VFW #6504 for Buddy Day Poppy Distribution to be held on Sept. 5 and 6, 2025 at the Intersections of Main / Mill, and Rogers / Hamacher.
Motion made by Alderman Kyle Buettner and seconded by Alderman Vogt to approve a Solicitation Request from the Metzger-Crook VFW #6504 for Buddy Day Poppy Distribution to be held on Sept. 5 and 6, 2025 at the Intersections of Main / Mill, and Rogers / Hamacher.
Motion passed unanimously with Aldermen Kyle Buettner, Riley, Most, Vogt, Matt Buettner, Hopkins, Trantham, and Charron voting ‘aye’.
13. Discussion of Matters by Council Members Arising After Agenda Deadline.
Alderman Trantham remarked that he attended the Equipment Rodeo today and it was great to see. He thanked everyone involved in the event.

Alderman Most welcomed Kevin Scheibe as the WEMA Coordinator.

Mayor Darter reminded everyone to sign up for CodeRED, an emergency notification service designed to provide critical information to the community.
14. Motion to Adjourn made by Alderman Vogt and seconded by Alderman Trantham.
Motion passed with a unanimous voice vote.
Mayor Darter adjourned the meeting at 7:59 p.m.

Minutes submitted by Mechelle Childers – City Clerk