

**MINUTES OF THE
CITY COUNCIL MEETING
SEPTEMBER 15, 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 September 02, 2025, City Council Meeting Minutes.
Motion made by Alderman Riley and seconded by Alderman Hopkins to approve the September 02, 2025, City Council Meeting Minutes as presented.
Motion passed unanimously with Aldermen Riley, Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, and Kyle Buettner voting ‘aye’.
6. Petitions by Citizens on Non-Agenda Items.
Susan Barker addressed the Council about the growing interest in small homes for seniors. She suggested that the ideal size of these homes would be between 500 and 700 square feet. She stated that there is community interest in this type of housing and expressed her desire to begin a discussion group with the City on the matter.
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 Charron and seconded by Alderman Kyle Buettner.
Motion passed unanimously with Aldermen Charron, Kyle Buettner, Riley, Most, Vogt, Matt Buettner, Hopkins, and Trantham 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 Chief of Police. No report.
 - H. Report of City Attorney. No report.
 - I. Report and Communication by Mayor.
 1. Re-Appointment of Jane Gaitsch to the Planning Commission for a Three-Year Term to Expire on September 01, 2028.
Appointment approved unanimously with consent from Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting ‘aye’.
 2. Re-Appointment of Daniel Lutz to the Planning Commission for a Three-Year Term to Expire on September 01, 2028.
Appointment approved unanimously with consent from Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting ‘aye’.
 3. Appointment of Russ Thomas to the Planning Commission for a Three-Year Term to Expire on September 01, 2028.
Appointment approved unanimously with consent from 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. 1922 Amending the City of Waterloo, IL Revised Code of Ordinances, Chapter 1: Administration, Article II: City Officials, Division IV: General Regulations, Section 1-2-28 Liability Insurance, (B) Indemnification, Regarding the List of Applicable Officials and Employees.

Motion made by Alderman Kyle Buettner and seconded by Alderman Riley to approve Ordinance No. 1922 Amending the City of Waterloo, IL Revised Code of Ordinances, Chapter 1: Administration, Article II: City Officials, Division IV: General Regulations, Section 1-2-28 Liability Insurance, (B) Indemnification, Regarding the List of Applicable Officials and Employees.

Comments: Alderman Kyle Buettner, Chairman of the Ordinance Committee, mentioned that this amendment is to update the list of officials and employees covered under the City’s liability insurance policy.

Motion passed unanimously with Aldermen Kyle Buettner, Riley, Most, Vogt, Matt Buettner, Hopkins, Trantham, and Charron voting ‘aye’.
 - B. Consideration and Action on Resolution No. 25-13 Approving an Agreement by and Between the County of Monroe, IL and the City of Waterloo, IL for Coordinated Communications Services for a Three-Year Term to Expire September 30, 2028.

Motion made by Alderman Hopkins and seconded by Alderman Matt Buettner to accept Resolution No. 25-13 Approving an Agreement by and Between the County of Monroe, IL and the City of Waterloo, IL for Coordinated Communications Services for a Three-Year Term to Expire September 30, 2028.

Motion passed unanimously with Aldermen Hopkins, Trantham, Charron, Kyle Buettner, Riley, Most, Vogt, and Matt Buettner voting ‘aye’.
11. Unfinished Business. None.
12. Miscellaneous Business.
 - A. Consideration and Action on Waiving of Customary Bidding Procedures, and the Approval of an Agreement with Kendall Vegetation Services in the Amount of \$95,760.00 (+/-10%), for Vegetation Services on the South Distribution Circuit.

Motion made by Alderman Riley and seconded by Alderman Kyle Buettner to approve the Waiving of Customary Bidding Procedures, and the Approval of an Agreement with Kendall Vegetation Services in the Amount of \$95,760.00 (+/-10%), for Vegetation Services on the South Distribution Circuit.

Comments: The Director of Public Works mentioned that this is the contractor previously discussed at the Utility Meeting. The project start date is set for October and will be announced in the City newsletter and on social media.

Motion passed unanimously with Aldermen Riley, Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, and Kyle Buettner voting ‘aye’.
 - B. Consideration and Action on Approving Ornamental Iron Shop as Low Bidder in the Amount of \$34,565.79 for the West Third Street Handrail Project as Bid on 09-11-25 at 2:00 p.m.

Motion made by Alderman Hopkins and seconded by Alderman Vogt on Approving Ornamental Iron Shop as Low Bidder in the Amount of \$34,565.79 for the West Third Street Handrail Project as Bid on 09-11-25 at 2:00 p.m.

Comments: The Deputy Director of Public Works reported that there is a two-month time limit between fabrication and installation, with a projected completion date of mid-November. This will complete the Third Street Project.

Motion passed unanimously with Aldermen Hopkins, Trantham, Charron, Kyle Buettner, Riley, Most, Vogt, and Matt Buettner voting ‘aye’.
 - C. Consideration and Action on Setting October 06, 2025 at 7:20 p.m., as the Date and Time for a Public Hearing for an Annexation Agreement between the City of Waterloo, IL and BMW Trust, Dennis Brand – Trustee, for the Annexation of Approximately 23.71 Acres of Property for Remlok Phase 7.

Motion made by Alderman Most and seconded by Alderman Riley to approve

Setting October 06, 2025 at 7:20 p.m., as the Date and Time for a Public Hearing for an Annexation Agreement between the City of Waterloo, IL and BMW Trust, Dennis Brand – Trustee, for the Annexation of Approximately 23.71 Acres of Property for Remlok Phase 7.

Comments: This property will connect Remlok Phase 6 to Legacy.

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

- D. Consideration and Action on Setting October 06, 2025 at 7:10 p.m., as the Date and Time for a Public Hearing for an Annexation Agreement between the City of Waterloo, IL and S & N Partners for the Annexation of Approximately 13 Acres of Property Located at 6469 Illinois State Route 3.

Motion made by Alderman Charron and seconded by Alderman Matt Buettner to approve Setting October 06, 2025 at 7:10 p.m., as the Date and Time for a Public Hearing for an Annexation Agreement between the City of Waterloo, IL and S & N Partners for the Annexation of Approximately 13 Acres of Property Located at 6469 Illinois State Route 3.

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

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

Alderman Hopkins and Alderman Kyle Buettner thanked Russ Thomas for serving on the Planning Commission.

Alderman Charron mentioned that AO Creative has been doing a great job handling the City’s social media presence.

Alderman Most commented that the festival season is approaching, with events such as Chalk-a-Lot, the Optimist Club Bull Ride, and more. He encouraged everyone to take full advantage of the festivities.

14. Motion to Adjourn made by Alderman Vogt and seconded by Alderman Matt Buettner.
Motion passed with a unanimous voice vote.
Mayor Darter adjourned the meeting at 7:44 p.m.

Minutes submitted by Mechelle Childers – City Clerk