

REGULAR MEETING
October 9, 2023
MINUTES
6:00pm

CALL TO ORDER

- 1) The Regular Board Meeting on October 9, 2023 was called to order by President Steve Buss at 6:00pm.

Board present: Steve Buss, Claudia Simpson, Christin Keeffer, Brian Peight, Brooke Baldauf, Dean Rood, Brandon Smith, Cathy Stevens and Nicole Callos. Also Present: Brian Nott, Tom Green, Lindsay Buss, Barb Wolf, Wayne Gift, Kory Polhill, Louise Workinger, Nick Bergman, Louise Workinger, Nicole Haas, Andrea Schultz Winter, Pete Rood, Jeffrey Parker.

ROLL CALL

PLEDGE OF ALLEGIANCE

- 2) **APPROVAL OF MINUTES – September 11, 2023**

On a motion by Keeffer second by Peight to approve the minutes from the September 11, 2023 Board Meeting. ALL AYE.

- 3) **APPROVAL OF BILLS PAYABLE REPORT**

On a motion by Stevens second by Rood to approve the Bills Payable Report as presented. ALL AYE.

- 4) **TREASURER'S REPORT ACCEPTANCE**

Callos presented the Treasurer's report for the month of September. On a motion by Keeffer second by Peight to accept the Treasurer's report as presented. ALL AYE

- 5) **PUBLIC PARTICIPATION**

*Introduction from the Greater Freeport Partnership

Andrea Schultz Winter; Executive Director, and Nicole Haas; Market and Brand Director with the Greater Freeport Partnership for Freeport and Stephenson County presented the quarterly report and annual Community Guide to the Board. The Community Guides list all events in the area as well as parks and recreation. They will be working with the LBPA to promote holiday events. Nicole Haas explained their geofencing tool that collects limited data from visitors and residents to log where individuals visit. With this tool, they were able to tell that over 20,000 people visited Lena over Fall Fest 2023 weekend. The Greater Freeport Partnership is willing to let the Village use this tool.

COMMITTEE REPORTS

HEALTH & ENVIRONMENT, PUBLIC SAFETY, WATER & SEWER, ZONING & PLANNING - NO REPORT

- (A) **FINANCE & ADMINISTRATION**

Stevens reported that newsletters have been submitted. She will be following up on the date they will be printed and mailed.

- (A) **VILLAGE ENGINEER**

Nott reported that Safe Routes to School Grant for \$250,000 has been submitted. 2) Porter came to look at Shippee Road and give an assessment on the wash boarding. 3) Map updates from 2017 can be done with zoning changes for \$650 and Board approval. Once the maps are complete they can be filed with the County by the Village. 4) Dayton/Leet/School/Williams are awaiting ComEd updates. The ETA is Dec/Jan. The Board was hesitant to start this project to have to wait to complete until next year. Nott will be checking with Fischers Excavating about prices being honored going into 2024. 5) The 80/20 sidewalk project for ITEP will need to be reapplied for with a lesser application fee.

- (A) **ATTORNEY'S REPORT**

Green reported that property owners lawyers have been in contact with requests over sewer lines. 845 Birch semi situation and Evergreen Dr seem to have been resolved for the time being. 2) Truck-stop annexation has been postponed due to property owner request. The Zoning Board of Appeals has approved this for Commercial Annexation.

- (A) **TRANSPORTATION & PUBLIC IMPROVEMENTS**

Peight reported that there is interest for an additional employee. To be discussed at the Committee of the Whole.

NEW BUSINESS

- 6) **APPROVAL OF THE LBPA CHRISTMAS PARADE**

Buss explained that using donations, he and Ryan Buss will be wiring downtown to play music during the days. Stevens inquired about small fires in the municipal lot; Buss explained these will be standing covered fires. On a motion by Stevens second by Peight to approve the LBPA Christmas Parade. ALL AYE.

- 7) **DISCUSS/APPROVE 2015 MFT CLOSEOUT**

Nott explained that the project was bid at \$220,000; the project was done at \$179,000. This resolution balances the budget for the State. Motion by Keeffer second by Peight to approve the 2015 MFT Closeout. ALL AYE.

- 8) **DISCUSS/APPROVE 2016 MFT CLOSEOUT**
Nott explained that this project was bid at \$120,000 but no project was done in 2016. The fee was \$6250.00 for engineering services. On a motion by Keeffer second by Peight to approve the 2016 MFT Closeout. ALL AYE.
- 9) **DISCUSS APPROPRIATION ORDINANCE ENGINEERING BUDGET AMENDMENT**
Buss explained an amendment to the appropriations is necessary given all the road work to be done. No public hearing necessary.
- 10) **DISCUSS/APPROVE ORDINANCE AND FINES ORDINANCE #23-442**
This ordinance is to make ordinance violation penalties more consistent. On a motion by Smith second by Keeffer to approve Ordinance #23-442. ALL AYE.
- 11) **DISCUSS/APPROVE SEWER/STORM DRAIN RATE INCREASE LETTER**
Stevens is clarifying the updated cost for mailing the rate increase letter the first week of November. This is the second notice mailed by the Village.

WELFARE OF THE VILLAGE

Buss stated the FFA decorated the Village. This cost is split with Village and the LBPA.

ADJOURNMENT

- 12) On a motion by Smith second by Keeffer to adjourn the October 9, 2023 Regular Board Meeting at 6:55pm. ALL AYE.

**CLAUDIA SIMPSON
VILLAGE CLERK**

**STEVE BUSS
VILLAGE PRESIDENT**