

**REGULAR MEETING
NOVEMBER 13, 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, Brandon Smith, Dean Rood (6:06), Cathy Stevens and Nicole Callos. Also Present: Brian Nott, Tom Green, Wayne Gift, Kory Polhill, Lindsay Buss, Brandt Esling, Louise Workinger, Nick Bergman, Dan Pepin, Ben Cheeney

ROLL CALL

PLEDGE OF ALLEGIANCE

- 2) **APPROVAL OF MINUTES – October 9, 2023**
On a motion by Peight second by Smith to approve the minutes from the October 9, 2023 Board Meeting. ALL AYE.
- 3) **APPROVAL OF BILLS PAYABLE REPORT**
On a motion by Smith second by Stevens 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 October. On a motion by Keeffer second by Smith to accept the Treasurer's report as presented. ALL AYE
- 5) **PUBLIC PARTICIPATION**
Dan Pepin with CFPS, Stockton has provided community funding and planning services to northwest Illinois for 20 years. Pepin explained the service he provides lets the Board bring CFPS projects and goals and they will assist in finding the appropriate grant, work with engineers involved and any other departments to bring it to completion. One project mentioned was to have emergency sirens installed in addition to the fire department alarm. DCEO money would not be eligible for sirens at first but they do allow for targeted income surveys for centralized projects. Buss explained TIF has expired and there is no longer the 50/50 facade program, so other funding options will be looked into. Blighted homes will be on the list as well. The Board will be discussing further.

COMMITTEE REPORTS

ATTORNEY'S REPORT, HEALTH & ENVIRONMENT, WATER & SEWER, ZONING & PLANNING - NO REPORT

- (A) **FINANCE & ADMINISTRATION**
Stevens reported that newsletters including the rate adjustments are going out. 2. Appropriation changes can be done in March to amend all line items at once.
- (A) **VILLAGE ENGINEER**
Nott reported there was no letter of recommendation letter from Porter Brothers for Shippee Road and this will be revisited at the Committee of the Whole. 2. Village maps are still in process, zoning maps first, and will be discussed further at the Committee of the Whole. 3. Storm water facility plan and relining projects are all moving forward. 4. 2024 street plan costs are in process and estimates will be ready to review Nov 17th, with the advertisement for projects starting March 4th, and opening March 19th. Buss stated there will be a special board meeting to approve bids before the March 25th Committee of the Whole at 5:55pm.
- (A) **PUBLIC SAFETY**
Keeffer reported that resumes will be accepted for part time and full time police officer positions.
- (A) **TRANSPORTATION & PUBLIC IMPROVEMENTS**
Peight reported that Andy Martin signed contract for snow plowing as needed. There will be discussion over the potential hiring of a third village employee and how the work will be divided.

NEW BUSINESS

- 6) **APPROVAL OF THE LBPA CHRISTMAS PARADE RESOLUTION #23-249**
On a motion by Keeffer second by Baldauf to approve the LBPA Christmas Resolution #23-249. ALL AYE.

- 7) **DISCUSS CHRISTMAS LENA MONEY FOR EMPLOYEES**
Callos stated that amounts need to be verified and approved at the Committee of the Whole Meeting. Accounts have been set up by Callos for all of the cards.
- 8) **DISCUSS TAX LEVY**
Callos reported that she has completed a rough draft of the tax levy. Capturing over 4.9% would require a public hearing and she is verifying the amounts. Fire, School, Library and Corporate tax all get designated amounts.
- 9) **DISCUSS SHORT TERM DISABILITY**
Keeffer reported that there were questions on whether the cost of insurance was still paid for by the Village while an employee was using short term disability. Becke was checking with IMRF to verify. Short Term Disability goes into effect after 30 days of no compensation; Becke is verifying whether insurance being paid goes toward that 30 days.
- 10) **APPROVAL ADDITIONAL ENGINEERING SERVICES FOR MILFRED AND RAILROAD STREET**
Nott reported that this is to add water mains to the street work to be done. To proceed, the design would need to be completed. Smith stated this would only be necessary if curb and gutter was to be done. Water lines will be okay but service lines may pose an issue. Residents did not want curb and gutter work done the last time these streets were worked on, so it was not. It was agreed that replacing the water main was the best course of action at this time. Buss stated that it has been verified that TIF 2 is available for this project as well. On a motion by Smith second by Keeffer to approve additional engineering services for Milfred and Railroad Street. ALL AYE.
- 11) **CONFIRMATION OF LOCKED OIL PRICES WITH FISCHER EXCAVATING FOR STREET IMPROVEMENTS**
Nott reported that Fischers will require an email from the Village for documentation that the understanding is that the oil prices are locked in for next year's work.
- 12) **DISCUSS/APPROVE 2024 ROAD PROJECTS**
Nott said all of this will be available for discussion for the Committee of the Whole.
- 13) **DISCUSS/APPROVE SANITARY SEWER EASEMENT RESOLUTION #23-250**
On a motion by Smith second by Stevens to approve Sanitary Sewer Easement Resolution #23-250 for Lake Road. ALL AYE.
- 14) **DISCUSS/APPROVE ORDINANCE 23-443 AMENDING CHAPTER 11 – VEGETATION**
On a motion by Keeffer second by Smith to approve Ordinance #23-443 amending chapter 11 – Vegetation. ALL AYE.
- 15) **DISCUSS/APPROVE WAGE INCREASE FOR PART TIME OFFICERS**
Keeffer explained that raising the wage for Part time Officers will help to be an incentive for individuals to apply, and help to cut down on overtime hours. On a motion by Smith second by Keeffer to approve Part time officer wages from \$22 to \$30 an hour. ALL AYE.
- 16) **DISCUSS/APPROVE STREETS/UTILITY NEW POSITION**
The Village does a lot of their utility work in-house by Village employees and are in need of an additional employee to assist with snow plowing and street repair etc. They are looking for a licensed sewer operator ideally. On a motion by Keeffer second by Peight to approve the hiring of a streets/utility position. ALL AYE.
- 17) **DISCUSS/APPROVE ROW PERMIT UPDATES**
Smith stated that JULIE is trying to eliminate this problem as well to limit the amount of permits that can be requested in a day. Green stated that the Village cannot enter into an agreement that allowed for another entity to go onto resident property. Buss is checking to be sure there will not be attachments to residents homes that do not want Sand Prairie Fiber. On a motion by Keeffer second by Peight to approve ROW permit Updates. ALL AYE.
- 18) **APPROVAL OF 11/06/2023 ZBA MINUTES**
On a motion by Smith second by Stevens to approve 11/06/2023 ZBA Minutes. ALL AYE.
- 19) **On a motion by Smith second by Peight to adjourn to Executive Session - *Pursuant to the exception set forth in Section 2 (c) (1) of the Illinois Open Meeting Act concerning personnel. ALL AYE.**

WELFARE OF THE VILLAGE

Buss stated that the Christmas parade will be December 2nd from 4-6 PM. LBPA is decorating and will have a heated area.

ADJOURNMENT

- 20) On a motion by Keeffer second by Stevens to adjourn the November 13, 2023 Regular Board Meeting at 7:38pm. ALL AYE.

CLAUDIA SIMPSON
VILLAGE CLERK

STEVE BUSS
VILLAGE PRESIDENT