

**REGULAR MEETING
MARCH 11, 2024
MINUTES
6:00pm**

CALL TO ORDER

- 1) The Regular Board Meeting on March 11, 2024 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, Cathy Stevens and Nicole Callos. Also Present: Brian Nott, Tom Green, Wayne Gift, Lindsay Buss, Nick Bergman, Louise Workinger.

ROLL CALL

PLEDGE OF ALLEGIANCE

- 2) **APPROVAL OF MINUTES – February 12, 2024**
On a motion by Keeffer second by Stevens to approve the minutes from the February 12, 2024 Board Meeting. ALL AYE.
- 3) **APPROVAL OF BILLS PAYABLE REPORT**
Callos explained a reimbursement in the payable report for herself for blinds she purchased from Menards for Village Hall. A form of acknowledgment was signed. Buss stated there were expenses from the lawyer, Anthony Coon, for enforcement cases of ordinance violations/traffic tickets. On a motion by Smith second by Keeffer 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 February. 1) Callos explained a transfer from TIF 2 to TIF 1. 2) Smith inquired about the new money market account at Lena State Bank. Callos will be calling support to have the system update to the appropriate balance. 3) There are now a total of 6 bank reconciliations a month to review. 4) Smith inquired about money coming in under capital improvement. Callos explained that the general fund account is paying for storm water improvements and a journal entry will be made to replenish the general funds from storm water. On a motion by Keeffer second by Peight to accept the Treasurer's report as presented. ALL AYE.
- 5) **PUBLIC PARTICIPATION**
There was no public participation at this time.

COMMITTEE REPORTS

ATTORNEY, HEALTH & ENVIRONMENT, PUBLIC SAFETY, ZONING & PLANNING – NO REPORT

- (A) **FINANCE & ADMINISTRATION**
Stevens reported Stevens Company is working on changes to the website to add more links for ordinances. Stevens or Nicole Callos upload meeting agendas to the website for the public the Fridays before meetings.
- (A) **VILLAGE ENGINEER**
Nott reported the following. 1) Mediacom is to be completed March 22; Nicor has completed their locates. ComEd has poles set and their underground relocates are almost done. 2) A pre-construction meeting will be set up in the next week and a half with utility companies, contractors, and board members. 3) Milfred St Update – Fehr Graham's environmental surveyor came out and produced findings that nothing suited as wetlands and will be sending their report to help expedite State's review. 4) Three projects will open March 13th for contractor review: Butternut, Center, Willow Creek, Old Corduroy, and E W Railroad/ E W Main and 2024 Street patching projects. 5) The Lena Source water protection plan meeting date is to be set yet. 6) Town Line Rd and water treatment plant plans are in the design phase. 7) IEPA Storm projects funding sources and sanitary sewer lining nomination forms will be sent the end of March with notification of approval estimated the end of July. 8) Zoning map updates should be ready for approval at the April Board Meeting. 9) Leet St has a utility line that will be identified and addressed.
- (A) **TRANSPORTATION & PUBLIC IMPROVEMENTS**
Peight reported the following: 1) Leaf hauling is complete from the Fall and brush piles are being removed. 2) The new streets hire has passed written tests and is moving onto the driving portion. 3) Cheeney and Esling passed their chemical spray tests. 4) All trees have been cut down and are awaiting stump removal.
- (A) **WATER & SEWER**
Smith reported the following: 1) ComEd dug a line disrupting water on Williams; service lines had to be dug and replaced to the main. Repairs are close to complete. 2) The Board discussed a water main that runs

under a fence within the easement by the High School. The school district was looking to do improvements to their track. Coordinating work within the easement will be discussed further.

NEW BUSINESS

- 6) **DISCUSS BUDGET**
Callos shared the budget through an excel spreadsheet for Board member review. Callos has included \$40,000 for building improvements including a new roof for Village Hall and the Police Department. Wayne Gift has estimates for the Police Department roof.
- 7) **DISCUSS VILLAGE NEWSLETTER**
Stevens reported that she began working on the newsletter today for April and the last day to edit will be March 27th. For upcoming street work, there will be a reference or QR codes to the Village website. Buss and Stevens will be meeting a week from today to put the descriptions together. Community events will be listed. Keeffer offered mentioning that the Pavilion was paid for by TIF funds.
- 8) **APPROVAL OF POLICE NEW HIRE**
Keeffer stated she met with Nick Georgian as a candidate that they are willing to send to the police academy this 22nd of April. A condition of employment would be to sign a 3 year commitment to stay with the Village of Lena Police Department or pay 100% of academy costs. Power training is required and takes place March 16th. On a motion by Smith second by Keeffer approving hiring Nick Georgian as Village police officer. ALL AYE.
- 9) **DISCUSS PROPOSAL FOR ADDITIONAL SIRENS**
Buss explained the estimate came in around \$66,000 for new emergency sirens for the Village. The concern is that during bad weather, a person would not be able to hear the existing sirens. It was mentioned that residents get phone notifications when weather is bad. A new emergency system is not budgeted for this year, but is something the Village wanted to have priced out for the future planning.
- 10) **DISCUSS/APPROVE RAILSIDE PUB'S 1 YEAR ANNIVERSARY EVENT**
Buss stated Railside Pub wants to put a tent with seating outdoors during normal business hours on April 13th -15th. On a motion by Keeffer second by Peight approving Railside Pub's 1 Year Anniversary Event. ALL AYE.
- 11) **DISCUSS/APPROVE LENA LIONS PET PARADE**
On a motion by Keeffer second by Peight to approve the Lena Lions Pet Parade on July 20th. ALL AYE.
- 12) **DISCUSS/APPROVE ELECTRONIC RECYCLING DAY**
Keeffer explained that she will be verifying the day this could take place and will possibly be adding a dumpster from Gills for other drop-offs. Keeffer will be checking with the LBPA to see how they would like to be involved. It was discussed to require ID for drop-off and a limit to what/how much can be dropped off.
- 13) **DISCUSS/APPROVE SEASONAL DOWNTOWN FARMERS MARKET**
Buss explained that Rachael Homerding worked with the LBPA and has verified insurance coverage and has vendors interested in hosting farmers markets from May to November. On a motion by Peight second by Smith approving seasonal downtown farmers markets on Saturday mornings. ALL AYE.
- 14) **APPROVE AMENDING LIMITED PARKING ORDINANCE #24-003**
Keeffer explained the amendment to the original snow parking ordinance will change the streets that apply to overnight parking restrictions to all year. On a motion by Keeffer second by Rood approving Ordinance #24-003. ALL AYE.
- 15) **APPROVE DOWNTOWN OVERNIGHT PARKING ORDINANCE #24-004**
Overnight parking will not be allowed on main streets downtown during set hours. It is still allowed in the municipal lots. On a motion by Keeffer second by Rood approving Ordinance #24-004. ALL AYE.
- 16) **APPROVE REZONING 419 E LENA ST ORDINANCE #24-005**
Buss explained that the Zoning Board of Appeals had zoned pin #005 as commercial. These pins had originally been zoned industrial and residential. Construction is to begin in June of 2024. On a motion by Keeffer second by Peight to approve Ordinance #24-005. ALL AYE.
- 17) **APPROVAL OF ZBA MINUTES REZONING STEPHENSON SERVICE LOT 3&4**
On a motion by Smith second by Stevens approving the ZBA Minutes from March 6th, 2024. ALL AYE.

WELFARE OF THE VILLAGE

Buss stated the LBPA is hosting their annual supper next Tuesday, March 19th at 5:30 at Wolf Hollow. Saporito's is catering.

ADJOURNMENT

- 18) On a motion by Stevens second by Keeffer to adjourn the March 11, 2024 Regular Board Meeting at 7:08pm. ALL AYE.

CLAUDIA SIMPSON
VILLAGE CLERK

STEVE BUSS
VILLAGE PRESIDENT