

REGULAR MEETING
September 8, 2025
MINUTES
6:00pm

CALL TO ORDER

- 1) The Regular Board Meeting on September 8, 2025 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, Joe Hallstrom and Nicole Callos. Not present: n/a. Also Present: Brian Nott, Attorney Luke Carlson, Lindsay Buss, Louise Workinger, Maurilo Ayala.

PLEDGE OF ALLEGIANCE

ROLL CALL

- 2) **APPROVAL OF MINUTES – August 11, 2025**
On a motion by Smith second by Keeffer approving the minutes from the August 11, 2025 Board Meeting. ALL AYE.
- 3) **APPROVAL OF BILLS PAYABLE REPORT**
Callos explained ComEd bills are higher due to several accounts not being billed to the Village appropriately but has since been corrected. On a motion by Keeffer second by Baldauf approving the Bills Payable Report as presented. ALL AYE.
- 4) **TREASURER'S REPORT ACCEPTANCE**
Callos presented the report for August. On a motion by Keeffer second by Rood to accept the Treasurer's Report as presented. ALL AYE
- 5) **PUBLIC PARTICIPATION**
There was no public participation at this time.

COMMITTEE REPORTS

ATTORNEY'S REPORT, HEALTH & ENVIRONMENT, TRANSPORTATION & PUBLIC IMPROVEMENTS, ZONING & PLANNING – NO REPORT / LISTED ON THE AGENDA

FINANCE & ADMINISTRATION

Brooke Baldauf spoke with Jake Snook about a scrap drive potentially on November 1st. He did not request any Village involvement or a dumpster, and will be reaching out to Bob Kurth. This will be included in the Village Newsletter and is looking to be held twice a year.

VILLAGE ENGINEER

Nott reported the following updates: 1) Main Street/Townline intersection is complete; Waiting on site restoration. 2) Milfred Street: Curb and gutter on Wednesday. Nott will be hand delivering letters to residents regarding driveway availability. Residents are to park on the street. Once curb and gutter is installed, there will be a walkway installed that is not to be driven on. Approximately a week and a half left for this projects completion, not including site restoration. 3) Lena Drive Inn: Completed punch list on Friday. 4) Camp Street: Waiting on site restoration. 5) Sanitary Sewer televising and cleaning: 70,000 lineal foot has been cleaned and televised, and not seeing many point repairs. 6) There are two known locations where cables have been bored through and are still determining who is responsible for damages: Sullivan's was an internet/landline, and Grove Street was a water service line. 7) Sanitary sewer inlet inspections are done, and will be reviewing video to determine infiltration needs.

PUBLIC SAFETY

Keeffer reported the following: it was a successful Fall Festival weekend. Police Department computer systems are complete.

WATER & SEWER

Smith inquired about the Lena Living Center's water bill. They are aware of a potential leak causing a higher bill than normal, as usage was tripled to 300 thousand gallons. The policy is that water bills are due within 30 days and then shut off notices can be issued.

There was a line hit by fiber workers on the right-of-way on Center Street. Smith asked how the landlord could be reimbursed for their payment toward the damages. Nott said reaching out to the utility company would be the best course of action and that if potholing is not occurring before digging that will pose issues.

NEW BUSINESS

- 6) **APPROVAL OF PAY APPLICATION #5 & FINAL FOR PHASE 6 STREET IMPROVEMENTS**
On a motion by Peight second by Smith approving Pay Application #5 & Final for Phase 6 Street Improvements in the amount of \$185,212.23. ALL AYE.
- 7) **APPROVAL OF PAY APPLICATION #9 & FINAL FOR PHASE 5 STREET IMPROVEMENTS**
Nott stated he will be gathering the break-down for reimbursement on this project from individuals that shared costs. On a motion by Rood second by Peight approving pay application #9 and final for phase 6 street improvements in the amount of \$80,971.91. ALL AYE.
- 8) **APPROVAL OF PAY APPLICATION #1 FOR MILFRED STREET IMPROVEMENTS**
On a motion by Peight second by Smith approving Pay Application #1 for Milfred Street Improvements in the amount of \$156,308.91 for Fischer's Excavating. ALL AYE. Peight asked about working days left on the project, estimated to be a week and a half for completion.
- 9) **DISCUSS/APPROVE PROPERTY DAMAGE ORDINANCE 25-016**
Buss stated this allows the Village to hold people responsible for damage done to Village property more efficiently. On a motion by Peight second by Smith approving property damage ordinance 25-016. ALL AYE.
- 10) **APPROVE SAFE ROUTES TO SCHOOL RESOLUTION 25-109**
Stocks has been in contact with Lena School to begin surveys. Keeffer offered a letter from the Police Department for support. Sample letters were provided for organizations to contribute. There was concern that some residents don't want sidewalks in front of their home. Bridgette Stocks will be present at the Committee of the Whole meeting for September to answer further follow up questions. Shippee Road was in question a few years back and did not go through due to lack of support. The grant was used for sidewalks in front of the school. On a motion by Smith second by Keeffer approving the Safe Routes to School Resolution 25-109. ALL AYE.
- 11) **APPROVE RAIL SAFETY WEEK PROCLAMATION**
On a motion by Peight second by Keeffer approving Rail Safety Week Proclamation. ALL AYE.
- 12) **DISCUSS/APPROVE TRICK OR TREAT HOURS FOR FRIDAY 10/31 FROM 5-7PM, CLOSING MASON/OAK STREET 4-7PM**
Keeffer asked that there be a resolution allowing for trick-or-treating to always be on the 31st, same times, as it never changes. This will be drafted. On a motion by Peight second by Keeffer approving Trick-or-Treat hours for Friday, October 31st, from 5-7pm and closing Mason and Oak Street between the hours of 4-7pm. ALL AYE.
- 13) **DISCUSS VILLAGE NEWSLETTER IDEAS**
Baldauf works with Madi Becke and addressed the following to be included in the Village Newsletter: Scrap drive; Christmas Parade; note from the Mayor; Cemetery Board update; fiber update; the sewer lining update from Brian Nott; Police Department update including introduction of Police Chief Brian Lamphere.
Keeffer asked about how street closings are posted as a resident was inconvenienced over the street closing in front her their apartment during Fall Fest. It was discussed that the landlord can handle communication with their tenants. The Village posts online in advance for closures.
- 14) **DISCUSS BLIGHTED HOMES**
The Board will be discussing this once Attorney Tom Green is back. Attorney Luke Carlson will be noting this with the Village Attorney Tom Green to be contacting the Chief of Police.

WELFARE OF THE VILLAGE

*Buss stated it was a busy Fall Festival and went very well. 21,000 people is the highest year thus far, and new numbers will be announced by the Greater Freeport Partnership for 2025.

ADJOURNMENT

- 15) On a motion by Smith second by Keeffer to adjourn the September 8, 2025 Regular Board Meeting at 6:55pm. ALL AYE.

CLAUDIA SIMPSON
VILLAGE CLERK

STEVE BUSS
VILLAGE PRESIDENT