

REGULAR MEETING
October 13, 2025
MINUTES
6:00pm

CALL TO ORDER

- 1) The Regular Board Meeting on October 13, 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, Tom Green, Robin Walton, Lindsay Buss, Ashley Heilman

PLEDGE OF ALLEGIANCE

ROLL CALL

- 2) **APPROVAL OF MINUTES – September 8, 2025**
On a motion by Keeffer second by Peight approving the minutes from the September 8, 2025 Board Meeting. ALL AYE.
- 3) **APPROVAL OF BILLS PAYABLE REPORT**
On a motion by Peight second by Rood approving the Bills Payable Report as presented. ALL AYE.
- 4) **TREASURER’S REPORT ACCEPTANCE**
Callos presented the report for September. On a motion by Keeffer second by Baldauf 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, PUBLIC SAFETY, ZONING & PLANNING – NO REPORT / LISTED ON THE AGENDA

FINANCE & ADMINISTRATION

Brooke Baldauf reported the following updates: 1) The Village Newsletter has been mailed out and will be on the Village website and Facebook. 2) Buss stated cones will be set out for the FFA scrap drive to be held November 1st.

VILLAGE ENGINEER

Nott reported the following updates: 1) Main Street and Townline intersection and Milfred Steet: Fischer’s are readdressing site restoration this week. 2) Helm will be in to do Virginia HMA Curb work and Quail Ridge patching. 3) Lena Drive Inn and Camp Street are complete. 4) Sanitary and Storm Sewer and televising and cleaning: reviewing the tapes now, found one additional service line that had been bored through. 5) Safe Routes to School Application will be sent out tomorrow. 6) IL Routes 73 and 20: only dirt work at this time, no road closures for this fall or winter. Nott will get the Village contact information for updates on this project. In 2026 there will be a 120 day closure on Route 20.

HEALTH & ENVIRONMENT

Hallstrom stated he had a resident that had received a letter from the Village and was inquiring where to take certain items for disposal. There has been improvement at the resident’s property.

TRANSPORTATION & PUBLIC IMPROVEMENTS

Rood explained streets employee, Kevin Warner, has expressed interest in more hours, 2-3 days a week, which would be helpful as Brandt Esling transitions to more sewer responsibilities this winter.

WATER & SEWER

Smith reported he has been working on resolving an issue with a resident that had their service interrupted by drilling.

CEMETERY BOARD

Robin Walton reported the following: The Board is working on organizing roles. Troy Esling is leaving this week temporarily. The purchase of the zero-turn mower has saved 40% of his time, and will save Street Department time as well. They are looking at updating software to map burials.

NEW BUSINESS

6) **DISCUSS BLIGHTED HOMES**

Green explained the fast track process the Village would need to take to demolish a blighted home. First the Village would need to send a letter requesting contact (if the property owner establishes contact, the Village and Police will work with them). If no contact is made within 30 days, the Village can move forward with the demo process. Estimates for demo still need to be taken and reviewed. Whoever owns the property would keep ownership of the land after demo, but it would have a lien against it. For homes that are not vacant, a condemnation order for the home not being safe, or could pursue other enforcement. SafeBuilt has been retained to enforce the Illinois State Building codes, and will testify if need be. An 'abandoned property', if property taxes are not paid etc., is handled differently, by filing suit to declare it abandoned before the Village can own it. If the blighted home has a new owner, the process can continue, or the Village can revoke the demo. Letters being sent do not force the Village to carry out the demolition process at any time. Executive session may be required for individual properties.

7) **APPROVAL OF NEW POLICE DEPARTMENT HIRE**

The Board reviewed the application for Officer Stoltz. Keeffer listed all of his accolades. With this hire, it would allow for the Village to have full-time coverage with 4 full-time officers, and for Chief Lamphere to work only 5 days a week and to focus more on administrative detail. On a motion by Rood second by Smith approving Jonathan Beryl Stoltz as Village of Lena Police Officer. ALL AYE.

8) **DISCUSS POLICE ADMINISTRATIVE FEE**

Keeffer explained in the last month there was an incident where two people operated a vehicle that was not theirs, that was towed and impounded. Lamphere found that the Village does not operate with a Police Administrative Fee, where Communities can assess a fee (\$350-\$500) to the vehicle owner for cars involved in a crime. This would require the option for an impound hearing. It was discussed to piggy-back this with the County as Lena does not have the volume to justify having their own. The towing establishment would not release the vehicle until the Village is paid. Keeffer stated she found that all larger municipalities have a code similar to this. The Village discussed not enforcing impound for parking violations. Attorney Green and Chief Lamphere will be discussing further.

9) **DISCUSS/APPROVE RESOLUTION 25-110 APPROVING THE SEPTIC FIELD FOR TOWNLINE ROAD PROPERTY**

Buss explained there is no sewer currently. If the septic ever failed, they would be required to tie into the Village system. On a motion by Peight second by Keeffer approving Resolution 25-110 approving the septic field for Townline road property. ALL AYE.

10) **APPROVAL OF RESOLUTION 25-111 LBPA CHRISTMAS PARADE**

On a motion by Peight second by Smith approving Resolution 25-111 for the LBPA Christmas Parade. ALL AYE.

11) **APPROVE LENA DRIVE INN DRAINAGE IMPROVEMENTS PAY APPLICATION #3 AND FINAL**

On a motion by Peight second by Keeffer approving the Lena Drive Inn Drainage Improvements Pay Application #3 in the amount of \$11,404.33 for Kelsey Excavating. ALL AYE.

12) **APPROVE CAMP STREET IMPROVEMENTS PAY APPLICATION #2 AND FINAL**

On a motion by Keeffer second by Rood approving Camp Street Pay Application #2 and Final in the amount of \$10,459.84. ALL AYE.

WELFARE OF THE VILLAGE

*Buss stated he had a meeting with Andrea Winter from the Greater Freeport Partnership and a member of the Illinois Department of Economic Development to help out with any grants they are aware of at the State level.

ADJOURNMENT

13) On a motion by Rood second by Peight to adjourn the October 13, 2025 Regular Board Meeting at 7:00pm. ALL AYE.

CLAUDIA SIMPSON
VILLAGE CLERK

STEVE BUSS
VILLAGE PRESIDENT