

REGULAR MEETING
December 8, 2025
MINUTES
6:00pm

CALL TO ORDER

- 1) The Regular Board Meeting on December 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, Tom Green, Brian Lamphere, Lindsay Buss, Ryan Buss, Tillie Coomber, Alayna Yoder, Jill Fransen

PLEDGE OF ALLEGIANCE

ROLL CALL

- 2) **APPROVAL OF MINUTES – November 10, 2025**
On a motion by Peight second by Rood approving the minutes from the November 10, 2025 Board Meeting. ALL AYE.
- 3) **APPROVAL OF BILLS PAYABLE REPORT**
On a motion by Keeffer second by Rood approving the Bills Payable Report as presented. ALL AYE.
- 4) **TREASURER'S REPORT ACCEPTANCE**
Callos presented the report for November. On a motion by Rood second by Smith 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, PUBLIC SAFETY, WATER & SEWER, ZONING & PLANNING, CEMETERY BOARD – NO REPORT / LISTED ON THE AGENDA

FINANCE & ADMINISTRATION

Baldauf thanked everyone that was a part of and helped with The Christmas Parade this last weekend.

VILLAGE ENGINEER

Nott reported the following updates: Nott is working with Brandon Smith and Steve Buss regarding the sanitary sewer lining project and will be looking into the INI infiltration areas with smoke/dye testing. Plan is to begin lining as early as mid-January. 2) Bridgette Stocks is working on getting plan approval completed for IEPA water improvements. 3) Nott held a meeting with Brandon Smith and Steve Buss regarding the water treatment plant.

TRANSPORTATION & PUBLIC IMPROVEMENTS

Rood inquired what priority repairs are currently. Inlet repairs mentioned.

NEW BUSINESS

- 6) **DISCUSS BLIGHTED HOMES**
Chief Lamphere was present to update that the Oak Street home has made improvements. Attorney Green stated a positive note that four out of seven notified property owners have responded to the letters sent and have wanted to cooperate. Green will be following up with the remainders. ALL AYE.
- 7) **DISCUSS STREET LIGHTS**
Buss gave an update: There are 89 street lights downtown that are out of warranty. 25 have an issue of some sort, \$1000 a piece. There are 12 old poles downtown that also need to be replaced; Need to confirm what type of bases/mount for all. It was decided to add repairs, replacements and extra parts as a Streets budget item for next year.
- 8) **APPROVE TAX LEVY ORDINANCE 25-017**
Callos stated there have been no changes since discussion began in October. On a motion by Smith second by Keeffer approving tax levy ordinance 25-017. ALL AYE.
- 9) **APPROVE PTELL RESOLUTION 25-113**
On a motion by Keeffer second by Smith approving PTELL Resolution 25-113. ALL AYE.

- 10) **APPROVE ORDINANCE 25-018 LIQUOR LICENSE ADJUSTMENT**
Buss explained a liquor license holder has sold their business and the license will be closed for now. On a motion by Keefer second by Smith approving Ordinance 25-018 Liquor License adjustment. ALL AYE.
- 11) **DISCUSS /APPROVE STORMWATER MANAGEMENT ORDINANCE 25-019**
The Board decided this would be discussed further and approved in January.
- 12) **DISCUSS ENTERPRISE ZONE EXPANSION**
Buss explained the Enterprise Zone is traditionally commercial or industrial. The Village received a letter explaining openings for residential construction, and are offering to include open lots in Lena, possibly Meadow Ridge and Oak View Terrace, into the Enterprise Zone. This would allow for a break on property tax for 3 or 4 tax rounds, and no sales tax on building materials in Illinois.
- 13) **DISCUSS RIGHT-OF-WAY ORDINANCE**
Nott stated this ordinance can be reviewed by Attorney Green before approval.
- 14) **APPROVE PAY APP 2 FOR MAIN STREET & TOWNLINER ROAD IMPROVEMENTS**
On a motion by Peight second by Rood approving Pay App for Main Street and Townline Road improvements in the amount of \$22,345.91 for Fischer's Excavating. ALL AYE.
- 15) **APPROVE PAY APP 5 FOR DAYTON STREET**
On a motion by Rood second by Keefer approving Pay App 5 for Dayton Street improvements in the amount of \$20,157.94. ALL AYE.
- 16) **APPROVE PAY APP 6 & FINAL FOR DAYTON STREET**
On a motion by Rood second by Keefer approving Pay App 6 and final for Dayton Street. ALL AYE.
- 17) **DISCUSS DEMOLITION OF COMMERCIAL/RESIDENTIAL PROPERTY ORDINANCES**
The Board reviewed a sample ordinance to be discussed further and approved at a later meeting.
- 18) **DISCUSS TREE BIDS**
Buss stated smaller trees in the right of way have been a visibility issue near the school. Trimming has been done years prior, but the trees may need to be taken down.
- 19) **DISCUSS/APPROVE FARMERS MARKET**
Kadie Chapman and Alayna Yoder will be running the farmer's market for the 2026 season. The market will be held from May 2nd to October 31st every Saturday 9-12pm in the same parking lot. Discussion was held on food truck applications and securing liability insurance through the LBPA to be verified with the Village. On a motion by Smith second by Rood approving the Farmers Market to be held on Village property from May 2nd to October 31st 2026, pending verified insurance and permits. ALL AYE. Alayna Yoder inquired about bathrooms. Buss stated porta-potties are welcome on the day of the markets and there was potential for using one of the Streets department trailers for transport. Pricing is being checked. Ryan Buss stated he was aware of three businesses had come forward willing to allow participants to use their restrooms.
- 20) **DISCUSS DECEMBER 22ND COMMITTEE OF THE WHOLE MEETING**
The Board decided to postpone the December Committee of the Whole meeting for now.

WELFARE OF THE VILLAGE

Buss commended the LBPA and community support and all the hard work that went into the Christmas Parade.

ADJOURNMENT

- 21) On a motion by Keefer second by Smith to adjourn the December 8, 2025 Regular Board Meeting at 6:35pm. ALL AYE.

**CLAUDIA SIMPSON
VILLAGE CLERK**

**STEVE BUSS
VILLAGE PRESIDENT**