

REGULAR MEETING
January 13, 2025
MINUTES
6:00pm

CALL TO ORDER

- 1) The Regular Board Meeting on January 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, Cathy Stevens, and Nicole Callos. Also Present: Brian Nott, Tom Green, Wayne Gift, Tillie Coomber, Lindsay Buss, Bridgette Stocks, Robin Walton, Kyle DeMus

ROLL CALL

PLEDGE OF ALLEGIANCE

- 2) **APPROVAL OF MINUTES – December 9, 2024**
On a motion by Peight second by Keeffer to approve the minutes from the December 9, 2024 Board Meeting. ALL AYE.
- 3) **APPROVAL OF PUBLIC HEARING MINUTES – December 9, 2024**
On a motion by Peight second by Rood approving the public hearing minutes of December 9, 2024. ALL AYE.
- 4) **APPROVAL OF BILLS PAYABLE REPORT**
On a motion by Stevens second by Rood approving the Bills Payable Report as presented. ALL AYE.
- 5) **TREASURER'S REPORT ACCEPTANCE**
Callos presented the report for December. Buss stated the revenues are less than expenses due to all the road work and how it evened out with TIF funds. On a motion by Keeffer second by Stevens to accept the Treasurer's Report as presented. ALL AYE
- 6) **PUBLIC PARTICIPATION**
There was no public participation at this time.

COMMITTEE REPORTS

FINANCE & ADMINISTRATION, HEALTH & ENVIRONMENT, PUBLIC SAFETY, TRANSPORTATION & PUBLIC IMPROVEMENTS, WATER & SEWER, ZONING & PLANNING – NO REPORT

(A) **VILLAGE ENGINEER**

Nott reported the following updates: 1) Dayton/Butternut/Center/W Main/E Railroad are in winter shut down; finalizing quantities with Helm. 2) IEPA Sanitary Sewer Lining project is out for bid, bid date will be at 10am, January 21st, at Village Hall. Nott stated there were about 10 bidders so far. 3) Lena Drive Inn drainage improvements: Revisions will be sent to Stephenson County Highway Department for review soon. Rood asked whether the fire hydrant on Milfred would be moved. Polhill stated it will be moved to the other side of the street. One was flagged because of exploratory excavation for utilities.

(A) **ATTORNEY'S REPORT**

Green stated the IML has published statutes as of December 20th for statewide building codes and supplied the resource showing the state wide codes. Green stated it would be relatively simple for the Village to require 3rd party confirmation that statewide building codes have been complied with, as it is the responsibility of the builder and the property owner to file a certificate that the inspection has been done.

NEW BUSINESS

- 7) **ACCEPTANCE OF AUDIT**
Kyle DeMus, CPA from Benning Group gave the Audit Report of fiscal year end April of 2024.
- 8) **DISCUSS GRANT UPDATES**
Bridgette Stocks from Fehr Graham was present to review potential grant options, and current grant opening deadlines. The following discussion was held. 1) Sanitary Sewer Lining Project bid winner will be given an 'intent to award'. 2) DNR has a bike path program for up to \$200,000; has a May deadline; requirements are to match, but the Village could use ITEP funds. Could forgo the DNR grant if the ITEP grant did not go through without penalty. 3) Storm water projects: Townline and Drive Inn, were submitted through GIGO. ITEP and GIGO are 80/20. 4) Funding for water mains: IEPA loan has all been waste water so far. Stocks suggested prioritizing the 1st five water mains the Village would like done, Engineer would create a five year project plan, with the potential to qualify for principal forgiveness. The application would need to be submitted before March 31 with access to funds July 1 if approved. Design aspects would take place after approval. IEPA water loan rules change every July 1; wastewater is a percentage for principal

forgiveness. The lining project made it onto the intended funding list, if not completed this time, will go on the waiting list.

- 9) **APPROVAL OF CHANGE ORDER #6 FOR PHASE 5 STREET IMPROVEMENTS**
On a motion by Keeffer second by Smith approving Change Order #6 for Phase 5 Street Improvements in the amount of \$17,194.12. ALL AYE.
- 10) **APPROVAL OF PAY APPLICATION #7 FOR PHASE 5 STREET IMPROVEMENTS**
This pay application is reflecting retainage of Change Order #6. On a motion by Keeffer second by Baldauf approving Pay Application #7 for Phase 5 Street Improvements in the amount of \$16,334.41. ALL AYE.
- 11) **DISCUSS/APPROVE PROPOSAL FOR 2025 GENERAL ENGINEERING SERVICES**
On a motion by Keeffer second by Stevens approving 2025 General Engineering Services in the amount of \$50,000. ALL AYE.
- 12) **DISCUSS AUTHORIZING ORDINANCE FOR IEPA LOAN**
Bridgette Stocks explained that an authorizing ordinance is required for the Village IEPA loan. It will be published in the newspaper after attorney review and Board approval.
- 13) **DISCUSS/APPROVE ORDINANCE 25-001 ALCOHOLIC BEVERAGES; EMPLOYEE AGE**
On a motion by Peight second by Smith approving Ordinance 25-001 Alcoholic Beverages, amending employee age to pour alcohol from 21 to 19. ALL AYE.
- 14) **DISCUSS/APPROVE ORDINANCE 25-002 IEPA LOAN**
To be approved in February.
- 15) **DISCUSS ARBORVITAE TREES AT LOCUST AND MAIN STREET**
Several complaints have been filed over trees that are in the Village ROW. Nott stated IDOT does require a line of sight of 335' at intersections.
- 16) **APPROVAL OF NEW POLICE HIRE**
On a motion by Keeffer second by Rood approving Cierra Medinger as the new police hire. ALL AYE.

WELFARE OF THE VILLAGE

*Buss stated budget discussion begins this month. Nicole Callos will be preparing for maternity leave the end of April.

ADJOURNMENT

- 17) On a motion by Peight second by Keeffer to adjourn the January 13, 2024 Regular Board Meeting at 7:10pm. ALL AYE.

CLAUDIA SIMPSON
VILLAGE CLERK

STEVE BUSS
VILLAGE PRESIDENT