

**REGULAR MEETING**  
**May 13, 2024**  
**MINUTES**  
**6:00pm**

**CALL TO ORDER**

- 1) The Regular Board Meeting on May 13, 2024 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, Kory Polhill, Lindsay Buss, Glenn Harman, Louise Workinger

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

- 2) **APPROVAL OF MINUTES – April 8, 2024**  
On a motion by Peight second by Keeffer to approve the minutes from the April 8, 2024 Board Meeting. ALL AYE.
- 3) **APPROVAL OF BILLS PAYABLE REPORT**  
On a motion by Keeffer second by Peight approving the Bills Payable Report. ALL AYE.
- 4) **TREASURER'S REPORT ACCEPTANCE**  
Callos presented the report for April. On a motion by Keeffer second by Stevens to accept the Treasurer's Report as presented. ALL AYE
- 5) **PUBLIC PARTICIPATION**  
The secretary of Lena Lions Club, Glenn Harman, explained the club is wanting to replace some trees that have been lost throughout the Village. White Oaks are to be planted since they are slow growing, create minimal mess and are the State tree. \$1500 has been approved and the Village will coordinate the timing with the Lena Lions Club and the Streets Dept on getting the trees planted. Dayton Street was widened and trees were removed; it is the plan to replace those in the long term.

**COMMITTEE REPORTS**

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

- (A) **VILLAGE ENGINEER**  
Nott reported the following updates: 1) Fischer's have completed the hydrant work and water main on Dayton Street. They will be moving onto storm sewer culverts and road widening. 2) Nicor is delayed on Williams Street and Nott is working on getting this expedited. 3) Leet gas services were exposed when ditches were dug. Stormwater discharge will be moved underground. 4) Nicor located the depth of their gas mains on Milfred Street and will be relocating. No updates on the IEPA review for Milfred Street wetlands determination. Permitting for the water mains are done. 5) Helm has been awarded the low bid for Butternut Dr/Old Corduroy/Willow Crk/Center Streets. ComEd was estimating October before their relocates would be complete; this is in the process of being expedited as well. 6) Nicor has not given a completion date for their locates for Butternut or Railroad/Main projects. 7) Porter Brothers has moved to Shippee Road and will begin street patching. 8) Nott was hoping for IEPA stormwater and sanitary sewer updates by late June or early July; will be checking on timeline whether there will be time to go to bid for these projects this year. 9) Safe Routes to School Grant application has no update. Buss stated it is worth while to continue having Board members be involved by going to some street work sites with the engineers before/as projects are completed.
- (A) **ATTORNEY'S REPORT**  
Green reported he is working with Chief Gift on a few matters.
- (A) **HEALTH & ENVIRONMENT**  
Baldauf wanted to say thank you to everyone that assisted with the Electronic Recycling Day. It was a successful day, filling two 30 yard dumpsters, and the Board is interested in continuing the event. Buss stated future recycling days would require dumpsters to be picked up same day since so many ineligible items were dropped off after hours overnight next to the dumpsters.

## **NEW BUSINESS**

- 6) **DISCUSS/APPROVE 2024 ENGINEERING SERVICES**  
Nott explained this is an agreement for this fiscal year, same as years prior, to set up an advanced approval for miscellaneous items, under a certain dollar amount, to keep projects that do not require Board approval moving along. On a motion by Peight second by Smith approving 2024 General Engineering Services in the amount of \$40,000. ALL AYE.
- 7) **DISCUSS/APPROVE FISCHER EXCAVATING PAY ESTIMATE**  
Nott stated this is the second installment of the Leet/School/Williams Street Projects. On a motion by Smith second by Peight approving Fischer Excavating Pay Estimate in the amount of \$137,872.72. ALL AYE.
- 8) **DISCUSS/APPROVE VACATING ALLEY**  
Nott stated this is for the property behind FS. Green explained this requires an ordinance and an agreement on how to share the plat costs and utilities; it automatically goes 50/50, but the Village can determine how to split costs, if at all. Nicor, ComEd and Mediacom are present and would also need to be relocated. An ordinance will be created for approval.
- 9) **DISCUSS/APPROVE BENNING GROUP AUDIT PROPOSAL**  
On a motion by Smith second by Keeffer to approve the Benning Group's 2024 Proposal for \$32-35,000. ALL AYE.
- 10) **DISCUSS/APPROVE BANK LOAN BID**  
Attorney Green explained this will require an ordinance to approve officially. All three Lena banks responded to Buss with their interest rate for the proposed loan with Community Bank being the lowest rate. There is no prepayment penalty. Sales Tax referendum money has been ear marked for the loan payment. Green stated this money will be a 'general obligation' of the Village rather than being tied to a specific department. On a motion by Peight second by Smith approving Community Bank for the 1.2 million 5 year loan at 4.75%. ALL AYE.
- 11) **DISCUSS STORMWATER PROJECT GRANT APPLICATION**  
A letter requesting a million dollars has been sent to the State for the storm sewer projects. Nott explained it will be determined next year whether the Village is approved for the stormwater grant.
- 12) **DISCUSS/APPROVE COMMUNITY VOLUNTEER UPDATES AT OAK/MASON TRIANGLE**  
Buss explained a family has come forward and has shown interest in replacing the fountain that used to exist on the Oak/Mason Triangle. Donations will be accepted for the project. The Lena Economic Development Committee is running this through their 501C. Lingle Design will also be assisting. Lena Lions Club wants to be involved. Green advised checking with Insurance. On a motion by Keeffer second by Rood approving volunteers and organizations to update the triangle at Oak and Mason streets. ALL AYE.
- 13) **APPROVE ORDINANCE #2024-006 AMENDING CHAPTER 3: ALCOHOLIC BEVERAGES TO INCLUDE EIGHT CLASS A LICENSES**  
Buss explained an update was required for Lena Brewing Company. All the necessary documents have been produced by LBC. On a motion by Keeffer second by Peight approving amending Ordinance #2024-006 chapter 3 to include 8 class A licenses. ALL AYE.
- 14) **APPROVE ORDINANCE #2024-007 AMENDING CHAPTER 12: REGARDING ANIMAL NOISE**  
On a motion by Keeffer second by Rood approving amending Chapter 12, regarding animal noise, to change the language to not require the disturbance to be continuous to be a violation. ALL AYE.
- 15) **APPROVAL OF LENA BREWING LIQUOR LICENSE**  
On a motion by Smith second by Peight to approve Lena Brewing liquor license. ALL AYE.
- 16) **DISCUSS/APPROVE NEW POWER TRACK PURCHASE FOR SEWER DEPARTMENT**  
Smith explained the Village powertrack has reached the end of its road. Green advised obtaining quotes and getting a majority vote at that time.

## **WELFARE OF THE VILLAGE**

## **ADJOURNMENT**

- 17) On a motion by Peight second by Keeffer to adjourn the May 13, 2024 Regular Board Meeting at 6:57pm. ALL AYE.

**CLAUDIA SIMPSON**  
VILLAGE CLERK

**STEVE BUSS**  
VILLAGE PRESIDENT