

REGULAR MEETING
August 12, 2024
MINUTES
6:00pm

CALL TO ORDER

- 1) The Regular Board Meeting on August 12, 2024 was called to order by President Steve Buss at 6:00pm.

Board present: Steve Buss, Claudia Simpson, Christin Keeffer (left 6:30pm), Brian Peight, Brooke Baldauf, Brandon Smith, Dean Rood, Cathy Stevens, and Nicole Callos. Also Present: Brian Nott, Tom Green, Lindsay Buss, Ryan Buss, Ashley Heilman, Craig Heilman, Kory Polhill, Louise Workinger, Ken Thruman.

ROLL CALL

PLEDGE OF ALLEGIANCE

- 2) **APPROVAL OF MINUTES – July 8, 2024**
On a motion by Keeffer second by Peight to approve the minutes from the July 8, 2024 Board Meeting. ALL AYE.
- 3) **APPROVAL OF BILLS PAYABLE REPORT**
On a motion by Keeffer second by Stevens approving the Bills Payable Report as presented. ALL AYE.
- 4) **TREASURER'S REPORT ACCEPTANCE**
Callos presented the report for July. On a motion by Peight second by Stevens to accept the Treasurer's Report as presented. ALL AYE
- 5) **PUBLIC PARTICIPATION**
Ryan Buss with the LBPA addressed updates for the Home Town Christmas Parade. Buss asked for assistance from the Village placing attachments to the pavilion; panels/tarps for heating while Santa is there. It will take place along the same route as last year. Sheriffs reserve will be present this year to help keep people within barricades to prevent incidents, and allow for expanded parking. Ryan Buss also wanted to reserve June 28, 2025 for an all things Lena celebration downtown. They are in the beginning stages of planning this event and will update as necessary.

Ashley and Craig Heilman addressed an issue with their property at 855 Birch Street beginning in September 2022 where water has backed up on several occasions. Property owners have been lifting the manholes every other day in an attempt to prevent backup, and have liability concerns. Fisher Excavating has looked at this. Buss stated Derek Thompson with Fehr Graham and Tom Brinkmeier had gone to look at the problem in July and it will continue to be assessed.

COMMITTEE REPORTS

ATTORNEY'S REPORT, HEALTH & ENVIRONMENT, PUBLIC SAFETY, TRANSPORTATION & PUBLIC IMPROVEMENTS, WATER & SEWER, ZONING & PLANNING – NO REPORT

- (A) **FINANCE & ADMINISTRATION**
Stevens reported the LBPA is taking donations/looking for volunteers for helping with the booth during Fall Festival Weekend.
- (A) **VILLAGE ENGINEER**
Nott reported the following: 1) Dayton Street is awaiting approval from the Highway Dept 2) Leet/School/Williams landscaping is progressing; grass has been planted. Keeffer asked about leftover material left along the road; Nott stated this will be taken care of. The fire hydrant was to be reset and will not be paid for until installed correctly and in a timely manner. 3) Milfred Street has been determined as not a wetland and has no environmental issues. Milfred Street will be scheduled for 2025 construction. 4) Butternut Drive: ComEd has relocated poles. Nott meets with Nicor this week for their relocates. 5) East Railroad Street services will be switched to the new main; the water shut-off during hookup will only effect Village Hall 8/13/24 from 7-11am. 6) Source Water Protection Plan has been submitted. 7) Operating permit for Townline Road improvements: waiting on the IEPA loan. 8) Sanitary Sewer lining project: IEPA loan has been approved with 30% forgiveness for the Village. Payment is not due until the project is complete. Pay applications will come through for approval, but do not need to go through Village accounts. 9) IEPA loan for the treatment plant updates will be at the August Committee of the Whole meeting.

NEW BUSINESS

- 6) **DISCUSS/APPROVE PROPOSAL FOR ENGINEERING – ITEP APPLICATION**
Nott stated the ITEP application for funding sidewalks along Lena Street from Coach's out to Fairway and from Parkside to Oak Terrace. The proposed grant is for 80/20 coverage and the application is due September 30th to IDOT. MFT funds are able to be used for the Village portion if awarded. The application fee was not able to be waived, but

was lessened since last applying. This is the third time the Village has applied; it was awarded in 2016, and was not approved in 2024. On a motion by Stevens second by Smith approving the proposal for engineering for the ITEP application in the amount of \$3,500. Peight Nay. Smith, Stevens, Baldauf, Rood AYE.

- 7) **DISCUSS/APPROVE PROPOSAL FOR ENGINEERING – STORM IMPROVEMENTS**
Nott stated additional storm sewer work was discovered behind the Thrift Store and Lena Drive Inn. On a motion by Smith second by Stevens approving the proposal for engineering for storm improvements in the amount of \$9,650. ALL AYE
- 8) **DISCUSS/APPROVE PHASE 5 FOR MAIN & RAILROAD STREET IMPROVEMENTS, PAY ESTIMATE #2**
Nott stated this is the second payment for Helm of \$102,408.75 for July. On a motion by Peight second by Smith approving Phase 5 for Main and Railroad Street improvements, pay estimate #2. ALL AYE
- 9) **APPROVAL OF LENA LIONS CLUB FALL FESTIVAL RESOLUTION #24-104**
On a motion by Stevens second by Peight approving the Lena Lions Club Fall Festival Resolution #24-104. ALL AYE
- 10) **APPROVAL OF LENA PARK DISTRICT 5K RUN/WALK RESOLUTION #24-105**
On a motion by Stevens second by Peight approving the Lena Park District 5K Run/Walk Resolution #24-105. ALL AYE.
- 11) **APPROVAL OF LENA LIONS CLUB FALL FESTIVAL PARADE/IDOT RESOLUTION #24-106**
On a motion by Stevens second by Peight approving the Lena Lions Club Fall Festival Parade/IDOT Resolution #24-106. ALL AYE
- 12) **APPROVAL OF EXTENDED BAND HOURS FOR FALL FESTIVAL**
Green explained the ordinance updates require the liquor license holders to have a site plan and times listed for the beer gardens. On a motion by Smith second by Peight approving extended band hours during Fall festival for Iron Horse, Mulligans, 101 Billiards, pending permit. ALL AYE.
- 13) **DISCUSS/APPROVE TIF FACADE AGREEMENT RESOLUTION #24-107 – LENA SIGN SHOP; 109 W RAILROAD STREET**
On a motion by Stevens second by Smith approving the TIF Facade Agreement Resolution #24-107 for Lena Sign Shop at 109 W Railroad Street, not to exceed \$21,000. ALL AYE.
- 14) **DISCUSS/APPROVE TIF FACADE AGREEMENT RESOLUTION #24-108 – LENA MERCANTILE; 101 W RAILROAD STREET**
On a motion by Stevens second by Peight approving the TIF Facade Agreement Resolution #24-108 for the Lena Mercantile at 101 W Railroad Street, not to exceed \$17,000. ALL AYE.
- 15) **DISCUSS/APPROVE DOG LEASH ORDINANCE 24-013 CH 9 – ANIMALS**
The ordinance now includes a specification of requiring leashes not to exceed 8'. On a motion by Rood second by Stevens approving Ordinance #24-013 CH 9 regarding animals. ALL AYE.
- 16) **DISCUSS/APPROVE ORDINANCE #24-014 CRIMINAL CODE**
Green explained as a municipality there are restrictions to how the Village can enforce laws within the criminal code. Attorney Green will be addressing this with Chief Gift. No approval was made.
- 17) **DISCUSS FOOD TRUCK ORDINANCE**
The following discussion was held: Madi and Nicole created an ordinance for Board review. Fall Festival food trucks are covered under the Lena Lions Club insurance and are separate from this ordinance. Food trucks do not use Village water or electric.
- 18) **APPROVAL OF PART TIME TO FULL TIME STREETS DEPARTMENT EMPLOYEE**
Buss stated Andrew Martin was a part time employee and will be replacing a full time person on the streets department. Health insurance benefits 90 day wait will be waived since already an employee. On a motion by Peight second by Smith approving Andrew Martin for full time streets department employee. ALL AYE.
- 19) **APPROVAL OF PART TIME HELP**
The Village will be hiring part time summer help. No approval necessary.

WELFARE OF THE VILLAGE

*National Night Out will take place Tuesday, August 13th from 5-8pm.

ADJOURNMENT

- 20) On a motion by Peight second by Smith to adjourn the August 12, 2024 Regular Board Meeting at 7:15pm. ALL AYE.

CLAUDIA SIMPSON
VILLAGE CLERK

STEVE BUSS
VILLAGE PRESIDENT