REGULAR MEETING
November 11, 2024
MINUTES
6:00pm

CALL TO ORDER

1) The Regular Board Meeting on November 11, 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, Lindsay Buss, Kory Polhill, Robin Walton, Louise Workinger

ROLL CALL

PLEDGE OF ALLEGIANCE

2) **APPROVAL OF MINUTES – October 14, 2024**
On a motion by Peight second by Smith to approve the minutes from the October 14, 2024 Board Meeting. ALL AYE.

3) **APPROVAL OF BILLS PAYABLE REPORT**
Callos mentioned that the payments for Dayton Street are separate on the report. On a motion by Peight second by Keeffer approving the Bills Payable Report as presented. ALL AYE.

4) **TREASURER'S REPORT ACCEPTANCE**
Callos presented the report for October. On a motion by Stevens second by Keeffer 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 – NO REPORT

(A) **FINANCE & ADMINISTRATION**
Stevens and Callos sat with the Benning Group to go over the Audit. Sign off on the reconciliations will be implemented. December 9th is the audit presentation. It was requested to go digital for copies of the reports.

(A) **VILLAGE ENGINEER**
Nott reported the following updates: 1) Dayton Street: Final pavement in place, Fischers will be doing the landscaping. Signage is up other than 1 speed limit sign on Lena Street. 2) Leet/Williams/School: Work has been completed. 3) Milfred Street: Project bid opening to be February – March 2025. 4) Butternut Dr/Center/Willow Ck/Old Corduroy: Concrete driveways were finished today; Cement stabilizer tomorrow. Civil will be doing the shaping: Friday for additive. Final pavement week of Thanksgiving, weather permitting. 5) Main/Railroad Streets: Helm is doing final work on manholes. 6) IEPA Water permits have been submitted. 7) Sanitary Sewer Lining Project: A meeting will be scheduled to review with Smith. 8) Lena Drive Inn plans have been drawn up and will be reviewed by the County. 9) GIGO application must be submitted before November 20th for an April 20th decision, wait to bid until then. Nott is getting clarification on the timing for awarded grants. 10) Waiting on response plan from Porter Brothers regarding 6 manhole repair. 11) Butternut Drive residents will have their trash picked up first this Friday before 7am to coordinate with road work.

(A) **TRANSPORTATION & PUBLIC IMPROVEMENTS**
Buss mentioned that the Village rents a Mini, Village employees dig the graves to assist the Village Cemetery. The Village has been looking at purchasing their own mini, as there are lots of jobs it would be useful for. Buss stated they are around $35K used and asked for ideas on how to share this with the Cemetery.

(A) **WATER & SEWER**
Polhill stated due to the dry ground, there have been an increase in water breaks this year. He has dealt with 5 or 6 already this year. Center and Oak Streets are a focus for water updates; Nott explained it would be worth checking with Congressman LaHood for available grant funds, and Fehr Graham will continue to keep an eye out too. Buss stated he met with Congressman LaHood two weeks ago.

(A) **ZONING & PLANNING**
Rood mentioned an apartment in town with no 0heat and electrical issues. At this time, there has been no contact with the property owner. The Fire Department is drafting a letter recommending a walk through. B&H was mentioned to possibly do an inspection. The Board was leaning toward contacting the State Fire Marshall. Concern was that the residents of the 9-12 units would be displaced if the inspection deemed the building condemned. Further discussion is to be held.

NEW BUSINESS

6) **DISCUSS/APPROVE GIRL SCOUT COOKIE SALES FROM JANUARY 3RD – 19TH**
On a motion by Smith second by Peight approving Girl Scout Cookie Sales from January 3rd – 19th and drop off in February, without requiring a permit. ALL AYE.

7) **DISCUSS/APPROVE TREASURER COMPENSATION ORDINANCE #24-022**
Buss explained a stipend for Callos for attending meetings of $2,400 a year. On a motion by Keeffer second by Rood approving Ordinance #24-022 revising the Treasurer's compensation. ALL AYE

8) **APPROVAL OF FEDERAL SURPLUS PROGRAM RESOLUTION #24-112**
On a motion by Keeffer second by Peight approving the Federal Surplus Program Resolution #24-112. ALL AYE.

9) **DISCUSS TAX LEVY**
Callos presented a draft of the tax levy. Rick Heinrich is helping this year with recapture of TIF 2. The Cemetery Board is looking into a referendum.

10) **DISCUSS/APPROVE VILLAGE WEBSITE/EMAIL PROVIDER**
Callos stated there have been issues with the current Village email and website provider. Email costs have doubled. Callos changed the payment schedule since the Village may be switching. Buss stated the .Gov sites include Microsoft Suite email and OneDrive or the Cloud rather than drop box. No approval was necessary.

11) **DISCUSS/APPROVE DUSK TO DAWN STREET LIGHT ELECTRICAL CONTRACT BID**
On a motion by Keeffer second by Smith approving the Street Light Electrical Bid with Constellation for 48 months at $0.03962 per kWh. ALL AYE.

12) **DISCUSS ENGINEERING FEES ON DAYTON STREET**
Peight stated he spoke with Nott regarding the fees and all is well.

13) **DISCUSS 2025 STREET PROJECTS**
Nott gave the following updates: Five projects earmarked for 2025: Milfred with MFT funds, Main Street, Townline intersection and Camp street, HMA for curbs inlets. Storm water: Lena Drive Inn projects; A time will be scheduled to complete a walk through. Potholing, checking the depths of all the services, can be done in the design phase or at construction. It was agreed to time and material the cost of potholing.

14) **DISCUSS/APPROVE PHASE 5 PAY APPLICATION #5**
On a motion by Rood second by Peight approving Phase 5 Pay Application #5 for Helm in the amount of $318,984.70. ALL AYE.

15) **DISCUSS/APPROVE PHASE 5 CHANGE ORDER #4**
On a motion by Peight second by Keeffer approving Phase 5 Change Order #4 in the amount of $18,311.87. ALL AYE.

16) **DISCUSS/APPROVE PHASE 6 PAY APPLICATION #3**
On a motion by Peight second by Baldauf approving phase 6 Pay Application #3 in the amount of $109,531.76. ALL AYE.

17) **DISCUSS/APPROVE PHASE 6 CHANGE ORDER #3**
On a motion by Peight second by Keeffer approving Phase 6 Change Order #3 in the amount of $74,729.26. ALL AYE.

WELFARE OF THE VILLAGE

*Buss stated that the Lena Lions donated $4,000 for Christmas lights from Six Point Services to decorate downtown. The F4 Fighter Jet project has finishing touches that will need to be done and donations would be helpful. A family donated lights to the Fountain and it was appreciated.

ADJOURNMENT

18) On a motion by Keeffer second by Peight to adjourn the November 11, 2024 Regular Board Meeting at 7:35pm. ALL AYE.

CLAUDIA SIMPSON
VILLAGE CLERK

STEVE BUSS
VILLAGE PRESIDENT