

REGULAR MEETING
May 12, 2025
MINUTES
6:00pm

CALL TO ORDER

- 1) The Regular Board Meeting on May 12, 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 and Nicole Callos. Also Present: Tom Green, Brian Nott, Joe Hallstrom, Robin Walton, Kory Polhill, Dan Stevens, Lindsay Buss, Jason March, Dana Keeffer, Louise Workinger, William Dameier, David Boeke, Lois Bollman, Elaine McCabe

PLEDGE OF ALLEGIANCE

- 2) **OFFICIAL OATH OF OFFICE**
The Official Oath of Office was given to President Steve Buss, Clerk Claudia Simpson and Trustees, Brandon Smith, Brooke Baldauf, and Joe Hallstrom.

ROLL CALL

- 3) **APPROVAL OF MINUTES – April 14, 2025**
On a motion by Peight second by Keeffer to approve the minutes from the April 14, 2025 Board Meeting. ALL AYE.
- 4) **APPROVAL OF BILLS PAYABLE REPORT**
On a motion by Keeffer second by Baldauf approving the Bills Payable Report as presented. ALL AYE.
- 5) **TREASURER'S REPORT ACCEPTANCE**
Callos presented the report for April. On a motion by Keeffer second by Smith to accept the Treasurer's Report as presented. ALL AYE
- 6) **PUBLIC PARTICIPATION**
Jason March was present to discuss planting three trees along cemetery property. He is willing to pay for Elm and/or catalpa trees to provide shade. Streets Department will need to verify for road safety.

Lois Bollman stated people in her subdivision can feel trucks going by their homes. The local State office would need to be contacted over concerns on Route 73.

COMMITTEE REPORTS

FINANCE & ADMINISTRATION, HEALTH & ENVIRONMENT, TRANSPORTATION & PUBLIC IMPROVEMENTS, ZONING & PLANNING – NO REPORT/LISTED ON THE AGENDA

- (A) **VILLAGE ENGINEER**
Nott reported the following updates: 1) Dayton Street: Fischers has completed seeding. 2) Phase 5 and 6: Helm is completing seeding and site restoration. Walk through for punch list items soon. 3) Milfred Street/Townline Rd Preconstruction meeting will be held May 13th at Village Hall. 4) Camp Street: Martin Excavating started today. 5) Lena Drive Inn: Kelsey Excavating has storm sewer in, parking lot is being prepped for paving by the end of this week. 6) Frontier is wrapping up their relocates; Nicor is next. 7) IEPA lining project: Waiting for signed contract back from IEPA before issuing first pay request for reimbursement of engineering fees. Nott will be in contact with Haerr construction to get start date. 8) IEPA Storm loan is in review process. 9) ITEP: Is waiting for notification at this time. If the Village is not approved this year, will apply again in 2 years. ITEP and Safe Routes to School are available to apply for alternate years. 10) Bridgette Stocks will be attending a DOT Grant seminar 6/22 to get up to date and new information.
- (A) **ATTORNEYS REPORT**
Green gave an update to his previous report that 10 individuals were potentially to stay in the single family apartment with 5 bedrooms.
- (A) **WATER & SEWER**
Smith reported that Village Ordinance states that if water bills are not paid in full, water can be shut off.

NEW BUSINESS

- 7) **APPOINTMENT OF VILLAGE TRUSTEES TO THEIR DEPARTMENTS**
Buss appointed trustees to the following departments: Brian Peight to Zoning, Dean Rood to Streets, Brooke Baldauf to Finance and Administration and Joe Hallstrom to Health and Environment.

- 8) **APPROVAL OF PAY REQUEST #2 & FINAL FOR PORTER BROTHERS 2024 STREET PATCHING**
On a motion by Keeffer second by Rood approving pay request #2 & final for Porter Brothers 2024 Street Patching in the amount of \$11,536.76. ALL AYE.
- 9) **APPROVAL OF PAY REQUEST #1 FOR KELSEY EXCAVATING FOR LENA DRIVE INN DRAINAGE IMPROVEMENTS**
On a motion by Peight second by Keeffer approving pay request #1 for Kelsey Excavating for Lena Drive Inn Drainage Improvements in the amount of \$53,347.50. ALL AYE.
- 10) **APPROVAL OF ZBA MINUTES**
On a motion by Rood second by Smith approving the recommendation of the ZBA minutes from May 5th to pass the variance pending site plans. William Dameier stated he lives one block east of Mr. Keeffer and was not approved for a similar situation, adding a garage and addition, in 1999. Dameier inquired on the process for zoning approvals. The process per ordinance is to have all notices posted, letters sent to residents regarding ZBA meetings, ZBA approval, then Village Board approval. The motion and second were withdrawn, no approval was made regarding the ZBA minutes.
- 11) **APPROVAL OF ORDINANCE 24-006 LIQUOR LICENSES**
Buss stated there were several changes to available liquor licenses. On a motion by Keeffer second by Rood to approve Ordinance 24-006. ALL AYE.
- 12) **APPROVAL OF ORDINANCE 25-007 CEMETERY UPDATES**
On a motion by Smith second by Peight approving ordinance #24-007 for Cemetery updates. ALL AYE.
- 13) **APPROVAL OF RESOLUTION 25-102 CEMETERY BOARD MEMBERS – TANNER MAGEE, ROBIN WALTON, TABITHA ENGEL**
On a motion by Keeffer second by Peight approving resolution 24-102 approving new Cemetery Board members, Tanner Magee, Robin Walton and Tabitha Engel. ALL AYE.
- 14) **APPROVAL OF RESOLUTION 25-103 AMENDING PERSONNEL POLICIES MANUAL**
On a motion by Rood second by Peight approving Resolution 25-103 Amending the Personnel Policies Manual. ALL AYE.
- 14) **DISCUSS/APPROVE NEW POLICE CHIEF HIRE**
Keeffer stated pending Board approval, the Village Police Department would like to hire Brian Lamphere as Police Chief as Wayne Gift is retiring May 23, 2025. On a motion by Peight second by Keeffer approving Brian Lamphere as Police Chief. ALL AYE.
- 15) **DISCUSS YARD MAINTENANCE**
Keeffer stated the new method is to send two letters, then ticket residents for lawns that are over 8" tall.
- 16) **DISCUSS RESIDENTIAL R4**
Green followed up on this in his report.

WELFARE OF THE VILLAGE

ADJOURNMENT

- 17) On a motion by Rood second by Peight to adjourn the May 12, 2025 Regular Board Meeting at 6:45pm. ALL AYE.

CLAUDIA SIMPSON
VILLAGE CLERK

STEVE BUSS
VILLAGE PRESIDENT