

**VILLAGE OF LEE, ILLINOIS**  
**REGULAR BOARD MEETING MINUTES**  
**Wednesday, June 14, 2023 at 7:00 p.m.**  
**Lee Fire Barn, 103 Lee Road, Lee, Illinois**  
*DRAFT FOR APPROVAL*

**CALL TO ORDER**

President Voitik opened the meeting at 7:00 p.m.

**Roll Call**

V. President Therese Voitik – present  
Trustee Jessica Galbreath – present  
Trustee Stacey Schnupp – present  
Trustee Margie Foshe– present  
Trustee Jean Michels – present  
Trustee Dawn Kimpflin – absent  
Trustee Jessica Moser- present

Treasurer Katherine Felker – present  
V. Clerk Dawn Woodbury - present

Others in Attendance:  
V. Engineer Aaron Full  
Mike Woodbury from Public Works Dept.  
Russell Crull, Village Attorney

Trustee Kimpflin arrived at 7:04

**PLEDGE OF ALLEGIANCE**

**WELCOME/INSPIRATION/INVOCATION**

**VISITORS/COMMUNICATION/PUBLIC COMMENT**

Rod Lent, owner of duplexes at the end of Erickson Gate stated concern of increase in water bills. Justin Post stated concern of water hydrants being used by other agencies, window at the fire station. Don Post stated village should concentrate more on UTV's being licensed rather than ATV's. Ed Mucha is concerned about the 4<sup>th</sup> of July fireworks in town. Lilly French and Kaitlyn Tweed -installation of volleyball net. Iwona Smulski came to show the trustees a map of what portion of slaughterhouse property she would like to purchase.

**NEW BUSINESS**

Reports of Village Employees/Officers

- Russell Crull-Village Attorney  
New attorney Meet and Greet
- Aaron Full-Village Engineer

-Review and discussion of bid opening results for the 2023 MFT Street Maintenance Project  
Vote on contract award to Helm Civil in the amount of \$54,628. Architect Full showed the board a map of designated areas of streets to be re-surfaced. The board had already passed a resolution for \$50,000 based on the original estimate. Trustee Mosher made a motion to approve the resolution adjustment from \$50,000 to \$65,000 for the MFT Street Maintenance Project and approve Helm Civil's bid. Trustee Michels Seconded the Motion.

Michels, Kimpflin, Galbreath, Schnupp, Foshe, Moser: yes

- Discussion and vote of supplement to Chastain and Associates engineering contract for the Water System improvement project in the amount of \$25,000-\$30,000. Village still on funding list for this fiscal year and we are going to receive 50% forgiveness. The total cost will be a little over \$1.6 million dollar loan with \$805,000 in principal forgiveness. If we were to change the relocation of water tower and construction to a new water tower, we need to basically revise the project plan and resubmit with that change.

Any other change to the overall project plan would need to be resubmitted and revise the plans and contract documents accordingly. The project would then need to be back out for bid. Man hours estimate would cost about \$19,000 of new engineering costs. Of that number, \$8,500 would actually be construction phase engineering, which was the amount we spent getting the project ready for bid. We will have further discussion on what, if anything, we want to remove from the scope of the well project to try and get the price down and make it more affordable. A supplemental resolution will need to be completed because of the change in cost. Trustee Foshe motioned to supplement Chastain and Associates for the water system project in the amount of \$25,000-\$30,000. Trustee Michels seconded the Motion.

Michels, Kimpflin, Galbreath, Schnupp, Foshe, Moser: yes

- Michael Woodbury-Public Works
  - Discussion on lead line project- Project is about halfway done.
  - Clarify easement on Sor Gate and Trolls Stigen regarding lawn mowing-
  - Determined this is village property and needs to be mowed. Ed Mucha to cut the grass.
  - Clarify and discuss options regarding providing water to J. Post property.
  - Village is short on funds right now and village will need to determine the cost and if it's permitted without a septic tank.
- Dawn Woodbury – Village Clerk
  - Rep. Bradley Fritts to attend our October 11 board meeting
  - Jerry Foster scheduled to attend our July 12 board meeting
- Katherine Felker – Village Treasurer
  - Trustee Michels would like water reimbursement for the water she has been using from her own tap to water the plants in town. The funds can come out of the Leading Lee Forward fund.
  - Treasurer Felker stated she received an email that Test, Inc. will be increasing their prices for water testing.
- Discussion and possible ordinance change on restricting time limit residing in RV homes.
  - Code states 7 days. Trustees decided to leave the ordinance “as is”.
- Discussion and vote on electing a Pro Tem Mayor
  - Attorney Crull suggested we assign a Trustee if President Voitik is not available for a meeting. No vote needed.
- Discussion and vote for 3-4 people to sign checks and possess a debit card.
  - Keep Treasurer Felker and Mike Woodbury as signors. Add Village President Voitik as the 3<sup>rd</sup> signor and just leave it at 3 people that can sign checks. Trustee Kimpflin suggested to amend the motion to just have 3 signors and to add President Therese Voitik as additional checking signor for the Village of Lee. Trustee Jessica Moser Seconded the Motion
  - Michels, Kimpflin, Galbreath, Schnupp, Foshe, Moser: yes
- Discussion and update on Frontier phone bill
  - The early termination fee of \$939 has been reduced to \$239. Attorney Crull suggested we put our payment in writing stating we are paying all outstanding balances in full.
- Discussion and vote on Leading Lee Forward-need an extra key- wellhouse/old fire barn
  - Trustee Michels would like a key to the well house so she can get Christmas supplies, planting materials, etc. Trustee Schnupp Motioned to give Trustee Michels a key. Trustee Galbreath Seconded the Motion
  - Michels, Kimpflin, Galbreath, Schnupp, Foshe, Moser: yes

- Discuss and vote on a new volleyball pit.  
Two Trustees will investigate further regarding size, location, cost and liability issues and get back to the board. Trustee Michels Motioned to go forward with further investigation into a new volleyball pit. Trustee Galbreath seconded the motion.  
Michels, Kimpflin, Galbreath, Schnupp, Fosher: yes. Moser: no
- Discuss logistical, financial and legal issues for ATV, UTV and golf cart village stickers to ride on main roads with a possible new village ordinance. Trustee Kimpflin made a recommendation to the board to prepare a new ordinance regarding UTV's and golf carts. Attorney Crull stated that it will be very hard to enforce all the rules pertaining to the village ordinance and village sticker. Trustee Schnupp stated that we should table the idea for now. The board to further investigate if this is something the village will want to pursue.

### OLD BUSINESS

#### Discussion on loan options

Treasurer Felker stated we can extend the loan for another year or start making payments over a period of 5 years. Engineer Full stated that our water project is split into two loans, this is an EPA rule. In order to get all of the design engineering, we would have to go forward with both projects, both loans at the same time to receive full reimbursement.

### REVIEW AND CORRECTION/APPROVAL OF MINUTES OF PRECEDING MEETING

#### Approval of minutes from May 8, 2023, Regular Board Meeting

Trustee Moser and Trustee Schnupp noticed errors on the minutes. Clerk Woodbury to amend the minutes. Trustee Moser made a motion to approve the minutes for May 8, 2023, as amended. Trustee Michels Seconded the Motion

Michels, Kimpflin, Galbreath, Foshe, Moser: yes Schnupp : No

### TREASURER'S REPORT

#### Discussion and possible approval of Treasurer's Report

Trustee Galbreath made a motion to approve the Treasurer's Report for June 14, 2023. Trustee Kimpflin seconded the motion.

Michels, Kimpflin, Galbreath, Schnupp, Foshe, Moser: yes

### APPROVAL OF BILLS

#### Discussion and possible approval of bills payable

Trustee Schnupp had a question regarding former Clerk Maas' paycheck. Trustee Moser made a motion to approve the bills for June 14, 2023. Trustee Michels Seconded the Motion

Michels,, Kimpflin, Galbreath, Schnupp, Foshe, Moser: yes

### COMMITTEE REPORTS

#### • Streets and Alleys/Public Safety

Trustee Foshe stated that we should have an access street at the old Slaughterhouse property in case of a train accident or stall for residents to use on the east side of town. The Lee Fire Department has also made this request.

#### • Water and Refuse

#### Finance and Ordinances/Zoning

Trustee Moser has approximately 40 violation letters that need to be mailed out. Trustee Moser to have Trustee Galbreath help her with preparing and mailing out the letters.

### ADJOURNMENT

Trustee Michels made a motion to adjourn. Trustee Moser second the motion. Motion passed on the unanimous voice vote of those present at 9:25 p.m.