

**VILLAGE OF LEE**  
**REGULAR BOARD MEETING MINUTES**  
**Monday, March 13, 2023, 7:00 p.m.**  
**Lee Fire Barn, 103 Lee Road, Lee, Illinois**

1. CALL TO ORDER

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

**Roll Call**

V. President Josh Carlson – present  
Trustee Martha May – present  
Trustee Thomas Kapraun – present  
Trustee Jesse Blackwood – present  
Trustee Jean Michels – present  
Trustee Dawn Kimpflin – present  
Trustee Jessica Moser – absent

Treasurer Katherine Felker – present  
V. Clerk Sandie Maahs - present

Others in Attendance:  
V. Engineer Aaron Full  
Mike Woodbury from Public Works Dept.  
V. Attorney Cassandra Gottschalk

2. VISITORS/COMMUNICATION/PUBLIC COMMENT

Terri Voitik asked that residents be made aware of any road projects in the area of Nissen Stigen so that they can plan appropriately and discussed concerns on transition of clerk.

Margie Foshe discussed concerns on new water rates.

John Regan discussed trees in the alley running north-south between W. Kirke Gate and W. Nissen Stigen (between Viking Vie and Skole Gate.) President Carlson confirmed that the Village is going to remove the dead trees in the alley that are located in the alley (on Village property.)

Tanner Lutz shared that he has submitted a bid for mowing.

3. NEW BUSINESS

a. Reports of Village Employees/Officers

i. Village Water Operator

Mr. Woodbury will confirm if the new operator plans on attending future meetings or if the operators report can be removed from the agenda.

ii. Aaron Full – Village Engineer

- Project Summary Report

Engineer Full shared that there is a bid opening for the water tower/well project scheduled for April 20, 2023 and a pre-bid meeting on March 28, 2023 to allow potential bidders to view the property to evaluate the scope of work. Engineer Full reviewed the Project Summary Report.

- Discussion and possible approval of disposal of existing pressure vessels

Engineer Full asked if the Village would be disposing of the existing pressure vessel or if they would like the contractor to remove them. The Board discussed scrapping the pressure vessel in the well house and will decide on the pressure vessel in the old fire barn later.

- Discussion and possible approval of disposal of existing compressor for the pressure vessel in the existing well building

Engineer Full asked if the Village would like to dispose of the existing compressor or would like to move the compressor. Mr. Woodbury discussed that if the Village wants to sell the compressor, it could put the funds toward the purchase of the commercial dehumidifier. The Village will move the compressor out of the way before the project begins.

iii. Michael Woodbury – Public Works

Mr. Woodbury shared that the flags are ready for the fire department when the Board is ready for them to be hung downtown. Trustee Michels confirmed that the flags will get hung before Memorial Day.

Mr. Woodbury discussed that during the water project some equipment may end of outside.

President Carlson asked Mr. Woodbury to follow up on getting a camera in the tile line with the blockage.

iv. Sandie Maahs – Village Clerk

v. Katherine Felker – Village Treasurer

b. Discussion and possible approval of quotes/bids for mowing for 2023

President Carlson reviewed two bids for mowing services from Post Mowing and Lutz Landscaping. After discussion on pricing and services, it was determined that Lutz Landscaping quote was lowest at \$205.00 each time plus an additional \$25.00/hour for winter clean up. Trustee Kapraun made a Motion to Accept Bid from Lutz Landscaping for 2023 Mowing. Trustee Michels seconded the Motion. Motion passed on the following roll call vote:

Blackwood, Kapraun, Michels, May, and Kimpflin: yes

Moser: absent

c. Discussion and possible approval of Ordinance No. 23-05 – An Ordinance Amending Title 7, Chapter 1, Section 7 (Rates) of the Village of Lee Municipal Code

Attorney Gottschalk confirmed that the ordinance amends the previous errors and omissions in the February rate ordinance including the multi-family fee and the start date for the rate increase. The Board discussed the requirement for the rate increase to obtain the financing for the water project and that the Village has been subsidizing the water fund every year. Trustee Kimpflin made a Motion to Approve Ordinance No. 23-05 – An Ordinance Amending Title 7, Chapter 1, Section 7 (Rates) of the Village of Lee Municipal Code. Trustee Michels seconded the Motion. Motion passed on the following roll call vote:

Blackwood, Kapraun, Michels, May, and Kimpflin: yes

Moser: absent

d. Discussion and possible approval of 2023 street maintenance projects and authorization for the Village President and Village Clerk to sign all documents necessary for said projects

The Board reviewed the street projects, costs, and type of materials. After discussion, the Board would like to proceed with Level 3 (tar and chip) repair on all streets except those in the water project area. Sandie confirmed the projects would include West Nissen Stigen from cul-de-sac to South Skole Gate, West Kirke Gate from cul-de-sac to South Skole Gate, South Skole Gate from West Nissen Stigen to West Kirke Gate, South Skole Gate from West Kirke Gate to West Hardanger, East Sor Gate from South Viking Vie to the cul-de-sac, East Peterson Gate from South Viking Vie to the cul-de-sac, East Hardanger Gate from East Korn Gate to North Troll Stigen, and North Troll Stigen from East Kirke Gate to East Hardanger Gate for a total of \$43,211.00. Trustee Kapraun made a Motion to Approve the 2023 Street Maintenance Projects and Authorization for the Village President and Village Clerk to Sign all Documents Necessary for Said Projects Being All Type 3 Road Recommendations Not Impacted by the Water Project. Trustee Michels seconded the Motion. Motion passed on the following roll call vote:

Kapraun, Michels, May, Kimpflin, and Blackwood: yes

Moser: absent

e. Discussion and possible approval of Indian Creek Recreation's use the field for the park and permission to upgrade the benches

Derek Olsen, Vice President of Indian Creek Recreation discussed the desire to use the fields in the park and upgrade the benches. Trustee Kimpflin made a Motion to Approve Use of the

Fields by Indian Creek Recreation and Permission to Upgrade the Benches. Trustee May seconded the Motion. Motion passed on the following voice vote:

Kapraun, Michels, May, Kimpflin, and Blackwood: yes  
Moser: absent

Trustee Michels asked that when the fields are being used that vehicles not block the access to the fire station.

- f. Discussion on un-incorporation and/or long term planning  
Sandie discussed the need for the Board to start long term planning and/or decide the future of the Village to bring in additional revenue as water rates will continue to increase due to inflation. Sandie shared that the Village does have a cap on property tax increases in Lee County and that the water system needs to be self-sustaining. Sandie will send the comprehensive plan to the Board for review.

#### 4. OLD BUSINESS

- a. Discussion and possible action on outstanding property maintenance violation letters
- b. Discussion on grant program assistance through Resource Bank (reminder item)
- c. Discussion and possible approval of installation of new storm drain across Nissen Stigen on west side of railroad tracks to alleviate flooding in downtown area  
President Carlson confirmed that the project can be removed from the agenda as a separate agenda item as it is on the Engineer's Project List.
- d. Discussion on quotes for painting of parking lines on Viking Vie (reminder item)  
President Carlson will work with Trustee Kapraun to obtain bids for painting of parking lines.
- e. Discussion and possible approval of hiring of Deputy Clerk  
Clerk Maahs introduced Jennifer King as a potential candidate for Deputy Clerk and then Clerk in May. Ms. King discussed her qualifications. After discussion, the Board agreed to pay Ms. King \$300.00 a month salary. Trustee Kapraun made a Motion to Offer Jennifer King the Deputy Clerk Position at \$300/Month. Trustee Michels seconded the Motion. Motion passed on the following roll call vote: Kimpflin, Michels, May, Kapraun, and Blackwood: yes  
Moser: absent
- f. Discussion and possible approval of appointment of Village Clerk

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

- a. Approval of minutes from February 13, 2023 Regular Board Meeting  
Trustee May noted a scrivener's error. Trustee Michels made a Motion to Approve the Minutes from February 13, 2023 Regular Board Meeting, as Amended. Trustee Kimpflin seconded the Motion. Motion passed on the following voice vote:  
Kimpflin, Michels, May, Kapraun, and Blackwood: yes  
Moser: absent

#### 6. TREASURER'S REPORT

- a. Discussion and possible approval of Treasurer's Report  
Trustee Michels made a Motion to Approve of Treasurer's Report. Trustee Blackwood seconded the Motion. Motion passed on the following voice vote:  
Kimpflin, Michels, May, Kapraun, and Blackwood: yes  
Moser: absent

#### 7. APPROVAL OF BILLS

- a. Discussion and possible approval of bills payable  
Trustee Michels made a Motion to Approve the Bills Payable. Trustee Kapraun seconded the Motion. Motion passed on the following roll call vote:

May, Kapraun, Blackwood, Kimpflin, and Michels: yes  
Moser: absent

8. COMMITTEE REPORTS

a. Streets and Alleys/Public Safety

President Carlson discussed that several residents are wanting to put up buildings on their properties. Clerk Maahs shared that the residents will need to obtain permits and that the Board can waive any zoning requirements formally. The Board shared that they would like to waive the zoning requirements for 210 W. Hardanger, 280 W. Hardanger, and 124 S. Viking Vie.

b. Water and Refuse

- Discussion on online payments of utility bills

Clerk Maahs and Attorney Gottschalk looked into online payments and there is not an option that works with the Village's current system.

c. Finance and Ordinances/Zoning

9. ITEMS FROM THE VILLAGE ATTORNEY

Attorney Gottschalk discussed that the Village' zoning map does not appear to be finalized and will be working on that.

10. ADJOURNMENT

Trustee Kapraun made a Motion to Adjourn. Trustee Blackwood seconded the Motion. Motion passed on the unanimous voice vote of those present at 8:47 p.m.

Typed by Village Clerk Sandie Maahs, RMC, MMC