

VILLAGE OF LEE
REGULAR BOARD MEETING MINUTES
Monday, October 18, 2021 at 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

Village 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 – present

V. Treasurer Linda Korth – absent

V. Clerk - vacant

V. Attorney Cassandra Gottschalk – present

Reordering agenda items and/or any suggested revisions, such as an addendum to an existing agenda item.

President Carlson noted the scribes error in the numbering of the agenda and asked that the items be renumbered appropriately. President Carlson also asked that status of the write up letters be added as number eight on the agenda.

2. VISITORS/COMMUNICATION

William G. asked who he would need to contact regarding a building permit and the fees and the Board informed him that he would need to contact B&F Construction Code Services as that is who handles the building permits for the Village. William asked for copies of building permits for the last four years under the Freedom of Information Act and was informed by Attorney Gottschalk that requests must be in writing.

Margie Foshe shared that rearranging the agenda to add in the discussion on the write up letter is not allowable. Margie read her Freedom of Information Act request into the record and handed the paper request to President Carlson.

Terri requested that the new garbage contract contain a discounted rate for senior citizens and that the company encourage recycling. Terri requested that the annual water report be mailed. Terri shared that there are no minutes or agendas on the Village's website and felt that was a violation of the Open Meetings Act. Terri handed President Carlson a print out with portions of the Open Meeting Act. Terri shared that she did not believe that the agenda could be changed after it was posted.

3. REPORTS FROM VILLAGE EMPLOYEES

1. Michael Woodbury

Michael shared that the signs have arrived and will work on having them installed during the week. Michael shared that he will contact the Illinois Environmental Protection Agency regarding Well No. 1. Michael shared that the old pick-up truck will need new tires and an oil change. Michael asked that any striping of the parking spots wait until spring so that the plows do not damage the new paint.

OLD BUSINESS

4. HIRING OF NEW VILLAGE CLERK

President Carlson discussed the need for a Village Clerk and recommended Sandie Maahs be appointed to that role. The Board discussed that while Sandie Maahs' salary rate is higher than they would like to pay, her qualifications and willingness to train will benefit the Village. Trustee Kapraun reminded the Board that Sandie had discussed that should would only be temporary or until the election process starts next fall. Trustee Blackwood made a Motion to Consent to the Appointment of Sandie Maahs as Village Clerk. Trustee Moser seconded the Motion. Motion passed on the following roll call vote:

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

President Carlson swore in Sandie Maahs as Village Clerk.

5. STATUS OF VALUATION OF ADRIA PACKING PROPERTY

Attorney Gottschalk shared that she has been unable to reach Appraiser Jeff Jacobson for an update on the valuation and will work on accomplishing that.

6. REPAINT PARKING STRIPES DOWNTOWN

President Carlson shared that he has not contacted a company regarding the painting and will wait until the spring before the work can be done.

7. GARBAGE CONTRACT

Trustee May shared that she has been in contact with Northern Illinois Disposal and read an email with proposed terms for a contract. The Board discussed the cost of the contract. Attorney Gottschalk discussed that she will look into the length of contracts allowed by the Board to approve as the Board cannot tie the hands of future boards. The garbage contract will be on the agenda at the November meeting.

8. STATUS OF WRITE UP LETTERS

Attorney Gottschalk reminded the Board that while they cannot take action on this item as it was not on the agenda that was posted, the Board can discuss the topic. President Carlson stated that he noticed residents working on improving their home and felt that the letters from B&F Construction Code Services are working. After discussion, the Board members will review the status of the properties who received letters from B&F and will discuss which letters should be followed up on the following meeting. President Carlson asked that the letters be emailed to the board members with the next agenda and added to the agenda for discussion.

9. REVIEW AND CORRECTION/APPROVAL OF PREVIOUS MEETING MINUTES

The Board discussed the correction of the date of the meeting to September 13, 2021 and Sandie's name on the second page. Trustee Moser made a Motion to Approve the Minutes, as Amended. Trustee Kimpflin seconded the Motion. Motion passed on the following roll call vote:

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

10. TREASURER'S REPORT

Trustee Michels made a Motion to Approve the Treasurer's Report. Trustee Blackwood seconded the Motion. Motion passed on the following roll call vote:

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

Board discussed that a resume was received for the treasurer's position. President Carlson asked that it be added to the November agenda.

11. APPROVAL OF BILLS

President Carlson requested that the invoice to B&F Construction Code Services be removed from the bills. Trustee Moser asked if there was a ComEd invoice missing from the agenda, and President Carlson confirmed that he does not have a check or invoice for that ComEd account. The Board confirmed that the new total of the bills is \$12,531.31. Trustee Moser made a Motion to Approve the Bills, as Amended. Trustee Kapraun seconded the Motion. Motion passed on the following roll call vote: Blackwood, Moser, Kapraun, Michels, May, and Kimpflin: yes

12. NEW BUSINESS

1) Water Quality Report

Water Operator Mulhdland shared that he is working with Treasurer Korth on the water quality report.

2) Approval of the borrowing contract

Trustee Michels made a Motion to Approve Ordinance 21-10-18. Trustee Kapraun seconded the Motion. Motion passed on the following roll call vote:

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

3) Approval of the Contract Supplement

Trustee Blackwood made a Motion to Approve the Contract Supplement. Trustee Michels seconded the Motion. Motion passed on the following roll call vote:

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

13. REPORTS

1) Streets and Alley/Public Safety

The Board discussed that new LED lights are being installed by ComEd.

Trustee Kapraun asked if the website should be taken down until it can be updated. Clerk Maahs shared that the Open Meetings Act only requires a website be maintained if the municipality has a full-time employee to do so. Trustee Kapraun shared that the website could stay up until Clerk Maahs has time to update it.

2) Water and Refuse

3) Finance and Ordinances/Zoning

President Carlson shared the bar will transfer ownership on November 1, 2021. President Carlson shared that the new owner will be looking to transfer liquor licenses and that the Village will not transfer the existing license. The Board discussed that the current bar owner is looking for a prorated refund on the bars liquor license and supported President Carlson's denial of a prorated refund.

14. ADJOURNMENT

Trustee Michels made a Motion to Adjourn. Trustee Moser seconded the Motion. Motion passed on the unanimous voice vote of those present at 7:58 p.m.