

VILLAGE OF LEE
REGULAR BOARD MEETING MINUTES
Monday, August 8, 2022, 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 – present

V. Treasurer Linda Korth – present
Deputy V. Treasurer Katherine Felker - present
V. Clerk Sandie Maahs - absent

Others in Attendance:

V. Attorney Cassandra Gottschalk
V. Engineer Aaron Full
Mike Woodbury from Public Works Dept.

2. VISITORS/COMMUNICATION

William Gee shared he would like the Treasurer to live within the Village.

3. NEW BUSINESS

a. Reports of Village Employees/Officers

i. Jay Mulholland – Village Water Operator

ii. Aaron Full – Village Engineer

Engineer Full reviewed the project summary report:

- Water System Improvement Project – Engineer Full met with Mr. Woodbury and Tri-R Systems regarding the upgrades that are needed to the electrical system in the water plant. Water tower portion of the project is already permitted, and the well design plans will be finished in the next week.
- Water System Emergency Response Plan – Engineer Full has a draft copy of the emergency plan and will send to Clerk Maahs for the September meeting.
- Well Building Back Up Generator – Engineer Full shared that the permit is with the IEPA being reviewed and anticipates it being returned in the next couple of weeks.

Trustee May confirmed with Engineer Full that the water samples from the test well were below the IEPA maximum contaminate requirements.

Trustee Kapraun confirmed with Engineer Full and Mr. Woodbury which equipment is obsolete in the well buildings. Trustee Kapraun confirmed that Well No. 1 will be abandoned when the project is complete, and no upgrades need to be done to that well. Engineer Full shared that the old Tri-R panel can be repurposed for the new well, but everything else will need to be replaced/upgraded. Engineer Full will see if there are any ComEd incentives for the electrical update.

iii. Michael Woodbury – Public Works

Mr. Woodbury shared that the service line to 115 E. Hardanger Gate has been updated to connect to the main line.

Mr. Woodbury spoke with Illinois Rural Water Association regarding a rate study and is gathering information they need. Treasurer Korth discussed that most of the information requested was information previously given to Operator Mulholland.

Mr. Woodbury shared that he was able to obtain four new water meters.

iv. Sandie Maahs – Village Clerk

v. Linda Korth – Village Treasurer and Katherine Felker – Deputy Village Treasurer
Treasurer Korth and Deputy Treasurer Felker are working on training.

Trustee Kimpflin inquired about the water billing process as some residents did not receive a water bill. Treasurer Korth shared that those residents need to speak with the post office as the bills were mailed.

Attorney Gottschalk asked about the plan for the transition. Treasurer Korth's last day will be August 22, 2022. After discussion, Deputy Treasurer Felker will be appointed Treasurer at the September meeting.

b. Discussion and possible approval of quote for tree removal on Village properties

President Carlson reviewed the tree quote from Grays Tree Service - \$3,500 to remove tree on property line as a crane has to be brought in for the removal, the tree on 321-331 Kirke Gate is \$500, the tree on Erickson Gate is \$600, the tree on Nissen Steigen is \$2,000, and the tree at 103 E. Lee Road is \$400. After discussion, the board will obtain an additional tree quote.

c. Discussion and possible approval of hiring of Jessica Mueller for lead audit, cross connection, and source water protection plan

President Carlson discussed that whether the Village hires anyone or not, the work has to be done. The Board discussed how much time the work would take, and had questions on the hourly quote for the work. The Board discussed that Ms. Mueller would have to submit her hours to the Treasurer for payment. President Carlson asked if Ms. Mueller could attend the meeting in September to discuss the proposal further.

d. Discussion and appointment of Village Treasurer with consent of Village Board

e. Discussion and possible approval of Ordinance No. 22-06 – An Ordinance Authorizing Disposal of Personal Property Owned by the Village of Lee (Treasurer Computer and Accessories)

Trustee Moser made a Motion to Approve Ordinance No. 22-06 – An Ordinance Authorizing Disposal of Personal Property Owned by the Village of Lee (Treasurer Computer and Accessories). Trustee Michels seconded the Motion. Motion passed on the following roll call vote:
Kimpflin, Kapraun, Blackwood, Moser, Michels, and May: yes

4. OLD BUSINESS

a. Discussion on water rate increase

Treasurer Korth had quickly reviewed the increase in costs from year-to-year and didn't notice a large increase, but will review more closely to confirm the actual changes.

b. Discussion on Village credit card and possible approval of issuance of debit card for Village account with authorized signors of the Village President, Village Treasurer, Village Clerk, and Mike Woodbury, Public Works Employee

Treasurer Korth spoke with Michelle at Resource Bank, and the best option is to get debit cards for the water account and general account. Treasurer Korth and Deputy Treasurer Felker are going to the bank at the end of the week to complete an application. Trustee Moser made a Motion to Approve the Issuance of a Debt Card for the Village Account with the Authorized Signors of the Village President Joshua Carlson, Village Deputy Treasurer Katherine Felker, Village Clerk Sandie Maahs, and Public Works Employee Mike Woodbury. Trustee Michels seconded the Motion. Motion passed on the following roll call vote:

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

c. Discussion and possible action on outstanding property maintenance violation letters

Trustee Moser is working on sending out letters and has heard from two people. Trustee Moser reminded the board to text or email addresses or photos with violations.

d. Discussion on grant program assistance through Resource Bank

e. Village Clean Up Day scheduled for August 25-29, 2022 and Electronic Recycling August 27, 2022

President Carlson discussed that dumpsters for Clean Up Days will be at 124 S. Viking Vie. Trustee Kimpflin confirmed the Electronic Recycling event will be on August 27th from 8 am to 12 pm, or until it is full, and residents will have to show proof that they are a resident of the Village of Lee. Deputy Treasurer Felker confirmed that the list of accepted items was mailed with the water bills. Trustee Kimpflin shared that the information will be on the Village's website and a local Facebook page. Trustee Kimpflin shared that the tires found in the dumpster can go to Wrigley's Garage, and the Village will pay Wrigley's to dispose of them. President Carlson will contact Zimmerman about a scrap metal dumpster.

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

a. Approval of minutes from July 11, 2022 Regular Board Meeting

The Board discussed scrivener's errors. Trustee Michels made a Motion to Approve the Minutes from July 11, 2022 Regular Board Meeting, as Amended. Trustee May seconded the Motion. Motion passed on the following voice vote:

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

6. TREASURER'S REPORT

a. Discussion and possible approval of Treasurer's Report

Trustee Kimpflin made a Motion to Approve of Treasurer's Report. Trustee Blackwood seconded the Motion. Motion passed on the following voice vote:

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

7. APPROVAL OF BILLS

a. Discussion and possible approval of bills payable

The Board discussed if the \$40,000 invoice was for one month. Trustee May asked about the \$550 payment to Tom Wyatt for operator fee and coverage for Mr. Woodbury. Trustee Moser made a Motion to Approve the Bills Payable. Trustee Michels seconded the Motion. Motion passed on the following roll call vote:

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

8. COMMITTEE REPORTS

a. Streets and Alleys/Public Safety

- Discussion and possible approval of quote for street maintenance

Trustee Kapraun reviewed a street maintenance bid from Bozarth Construction, which included Bozarth paying for and hauling the asphalt. Trustee Kapraun shared that Curran Contracting quoted \$60-\$75/ton for hot mix. The Board discussed the Bozarth quote inclusion of hauling reduces wear and tear on the Village vehicles and doesn't require Village labor. The Board discussed the Village buying the hotmix at the lower rate and tax free, and asking Bozarth to do the labor. The Board suggested obtaining an itemized invoice and contacting Curran to discuss how the asphalt pricing works. Trustee Moser shared that if the asphalt pricing is over \$1,000 higher than the cost of asphalt then the other parts of the quote are probably inflated. President Carlson is comfortable with the quote as is. Trustee Kapraun made a Motion to Accept the Bid from Bozarth Construction Not to Exceed \$9,700.00. Trustee Blackwood seconded the Motion. Trustee Kapraun shared that the quote doesn't fix all the pot holes but does fix the worst of them – the ones at the end of Skole Gate, Trolls Steigen, Erickson Gate on the inside curve, and a number of other large holes in other areas of the Village. Motion passed on the following roll call vote:

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

Moser: no

b. Water and Refuse

c. Finance and Ordinances/Zoning

9. ITEMS FROM THE VILLAGE ATTORNEY

Attorney Gottschalk shared that Sisson's Tree Service will be the Village on August 12, 2022 to meet with a Village representative for a quote for tree removal.

a. Discussion on draft Ordinance allowing chickens

Attorney Gottschalk shared Trustee Kapraun's suggested changes to the proposed ordinance, and that most of the ordinance is drafted with language from other municipalities who allow chickens. Trustee Kapraun would like chicken to be clearly defined. The Board discussed the limitation of chickens to three. President Carlson discussed that he agrees with Trustee Kapraun on the setbacks being too large as some of the lots are not wide enough for the setbacks as drafted and discussed 10' setbacks instead of 25'.

10. CLOSED SESSION

Trustee Moser made a Motion to go into Closed Session under 2(c)(5) The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired, and 2(c)(11) Litigation, when an action against,

affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. Trustee Kimpflin seconded the Motion. Motion passed on the following roll call vote at 8:38 p.m.:
Kimpflin, Blackwood, Moser, Kapraun, Michels, and May: yes

11. RECONVENE OPEN SESSION

Trustee Michels made a Motion to Reconvene Open Session. Trustee Moser seconded the Motion. Motion passed on roll call vote at 8:54 p.m.:

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

12. POSSIBLE ACTION ON CLOSED SESSION ITEMS

- a. Discussion and possible action on pending litigation
- b. Discussion and possible approval of purchase of land with Parcel Identification Number 13- 06-326-001 and commonly known as S. Viking Vie in Lee, Illinois

Attorney Gottschalk shared that the Village needs to start issuing ordinance violations. Trustee Moser will take photos and send them to Clerk Maahs.

12. ADJOURNMENT

Trustee Kimpflin made a Motion to Adjourn. Trustee Moser seconded the Motion. Motion passed on the following voice vote of those present at 8:59 p.m.:

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

Typed by Village Clerk Sandie Maahs, RMC, CMC