

**VILLAGE OF LEE**  
**REGULAR BOARD MEETING MINUTES**  
**Monday, June 13, 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 – absent  
Trustee Thomas Kapraun – present  
Trustee Jesse Blackwood – present  
Trustee Jean Michels – present  
Trustee Dawn Kimpflin – absent (late)  
Trustee Jessica Moser – present

V. Treasurer Linda Korth – present  
V. Clerk Sandie Maahs - present

Others in Attendance:

V. Attorney Cassandra Gottschalk  
V. Engineer Curtis Cook and Aaron Full  
Mike Woodbury from Public Works Dept.  
Water Operator Jay Mulholland

2. VISITORS/COMMUNICATION

Stacey McElligot-Schnupp discussed that she will not be able to make the repairs on her roof until late fall or early spring, and will follow up with the Village Board in six months.

Trustee Dawn Kimpflin joined the meeting at 7:04 p.m.

Don Post shared that he is not in favor of allowing chickens in the Village.

Terri Voitik shared support of the library referendum and for allowing chickens in the Village on a trial basis.

3. NEW BUSINESS

a. Discussion with representatives of Shabbona Library

Beth Einsele, Shabbona Library board member, discussed the referendum on the ballot on June 28, 2022, which is to expand the library from a village library to a township library. This affects only those residents of the Village of Lee in DeKalb County.

b. Reports of Village Employees/Officers

Water Operator Mulholland shared that he obtained a list from the IEPA of the homes that will be requested to provide lead and copper samples. Operator Mulholland discussed the lead pipe audit that is due this year to the IEPA and recommended the Village hire Jessica Mueller (who handles the lab and audit for the City of Rochelle) to handle the audit. Operator Mulholland discussed that the lead pipes have to measure 18” into the home and at the main which will be a large undertaking for the Village. The Village will reach out to homeowners to determine if they have lead pipes in their home via the water bill. Operator Mulholland and Trustee Kimpflin will talk with Jessica Mueller about audit services and costs. Operator Mulholland discussed several issues on the IEPA Inspection Report. Clerk Maahs will send the IEPA Inspection Report to the Board and add to the July agenda for discussion.

i. Curtis Cook and Aaron Full – Village Engineers

Engineer Curtis Cook introduced Engineer Aaron Full of Chastain & Associates to the Village Board as Engineer Full will be handling the Village’s day-to-day engineering needs and Engineer Cook will be around if anyone needs anything.

- Update on Water Tower Project

Engineer Cook confirmed that the Village has received the permit for the water tower and there is a draft preliminary intended funding list that has come out showing the Village is selected for funding for \$1.6 million. Engineer Cook shared that according to the Census the medium household income has jumped making the Village ineligible for loan forgiveness. Engineer Full will contact the IEPA to show that the cost of the project will require an increase in rates and will exceed a threshold which should allow the Village to be eligible for the forgiveness. Engineer Cook shared that the loan forgiveness limit has been increased to \$1 million or 50% of a project. Engineer Cook discussed that the Village is now possibly eligible for CDBG (Community Development Block Grant) funds due to the increase in the median household income.

Engineer Cook confirmed that the Village will need to start working on the lead service inventory.

Clerk Maahs shared that she did received the email from Engineer Full with information needed for the emergency plan and will work on the information needed with Mr. Woodbury and Operator Mulholland.

ii. Michael Woodbury – Public Works

Mr. Woodbury discussed the delay in obtaining meters due to meter shortages and is working on obtaining four meters at this time. Mr. Woodbury shared that water main breaks are getting difficult to repair as parts are getting harder to locate.

Mr. Woodbury shared that he will be flushing hydrants the week of June 13, 2022.

iii. Sandie Maahs – Village Clerk

iv. Linda Korth – Village Treasurer

- Discussion on street light behind wellhouse

Treasurer Korth discussed that the cost will be \$10.00 a month for the Village to operate the street light behind the wellhouse. After discussion, Treasurer Korth will add the street light to the Village accounts.

Treasurer Korth spoke with Resource Bank about the water loan and has provided documents to the Bank. The Board will need to pass a motion or referendum next month authorizing Village President to sign loan documents. Treasurer Korth confirmed that the current offer for the loan is \$170,000.00 at 3.64%.

c. Discussion and possible approval of Ordinance No. 22-03 – An Ordinance Authorizing Disposal of Personal Property Owned by the Village of Lee (Printer and Filing Cabinets)

Clerk Maahs confirmed that the filing cabinets are old, in disrepair, or no longer of use to the Village since they have been emptied. Trustee Kimpflin made a Motion to Approve Ordinance

No. 22-03 – An Ordinance Authorizing Disposal of Personal Property Owned by the Village of Lee (Printer and Filing Cabinets). Trustee Moser seconded the Motion. Motion passed on the following roll call vote: Blackwood, Moser, Kapraun, Michels, Kimpflin: yes  
May: absent

- d. Discussion and possible approval of Resolution No. 22-06 – A Resolution Approving and Authorizing Execution of Laboratory Professional Services Agreement with Pace Analytical Services  
Clerk Maahs discussed that the agreement with Pace, formerly known as PDC, is a yearly agreement for the authorization of laboratory testing as required by the State. Trustee Kapraun made a Motion to Approve Resolution No. 22-06 – A Resolution Approving and Authorizing Execution of Laboratory Professional Services Agreement with Pace Analytical Services. Trustee Michels seconded the Motion. Motion passed on the following roll call vote:  
Moser, Kapraun, Michels, Kimpflin, and Blackwood: yes  
May: absent
- e. Discussion and possible approval of Ordinance No. 22-04 – An Ordinance Amending Title 7, Chapter 4, of the Village of Lee Municipal Code (Garbage, Recycling, and Yard Waste Containers)  
Clerk Maahs shared that the Ordinance required all three or more unit homeowner to contact the Village to confirm if they would like individual garbage services or dumpster services from the Village’s garbage provider. Trustee Moser made a Motion to Approve Ordinance No. 22-04 – An Ordinance Amending Title 7, Chapter 4, of the Village of Lee Municipal Code (Garbage, Recycling, and Yard Waste Containers). Trustee Blackwood seconded the Motion. Motion passed on the following roll call vote:  
Kapraun, Michels, Kimpflin, Blackwood, and Moser: yes  
May: absent
- f. Discussion and possible approval of Ordinance No. 22-05 – An Appropriations Ordinance  
Trustee Moser made a Motion to Approve Ordinance No. 22-05 – An Appropriations Ordinance. Trustee Kapraun seconded the Motion. Motion passed on the following roll call vote:  
Michels, Kimpflin, Blackwood, Moser, and Kapraun: yes  
May: absent
- g. Discussion on water rate increase due to increase of cost supplies  
Mr. Woodbury and Treasurer Korth shared that they have not had an opportunity to discuss the increase in the costs of the products and asked that it be continued to the July meeting.
- h. Discussion and possible approval of purchase of park equipment and landscaping for planters using Leading Lee Forward funds in an amount not to exceed \$7,000.00  
The Board discussed the need to spend down the funds and using the funds for park equipment and landscaping. Trustee Michels made a Motion to Approve the Purchase of Park Equipment and Landscaping for Planters Using Leading Lee Forward Funds in an Amount Not to Exceed \$7,000.00. Trustee Kimpflin seconded the Motion. Motion passed on the following roll call vote:  
Kimpflin, Blackwood, Moser, Kapraun, and Michels: yes  
May: absent
- i. Discussion on Village credit card

Treasurer Korth discussed that Resource Bank does not offer business credit cards and has been looking for other banking institutions that will issue credit cards to the Village.

j. Discussion on Village social media and website

Clerk Maahs discussed that the Village does not have a social media site and is attempting to keep the website updated with all information. Clerk Maahs confirmed that the Board is not interested in starting an official Village social media site.

4. OLD BUSINESS

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

Trustee Moser shared that Steve Carlock would like until August to work on the sheet metal/siding. Trustee Moser received a voicemail from Gary Tabor regarding him working on this property and threatening Trustee Moser. Village Attorney Gottschalk recommended Trustee Moser file a police report and seek a restraining order. Trustee Kimpflin shared that she has been impressed with the amount of residents working on improving their properties and how good the Village is looking.

b. Discussion on allowing chickens within the Village and/or possible variance for 280 W. Hardanger for the allowance of chickens

Attorney Gottschalk briefly reviewed variance procedures. Clerk Maahs confirmed that the discussion is to simply find out if the Board would even approve a variance before funds are expended or if the Board would rather change the ordinances to allow chickens. Clerk Maahs spoke with Trustee May who is not in favor of allowing chickens. After discussion on enforcement, types of chickens, benefits of chickens, and regulations, the Village Board is divided on whether to allow chickens or not. Attorney Gottschalk will prepare a draft ordinance allowing chickens in the Village and the discussion will continue at the July meeting.

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

a. Approval of minutes from May 9, 2022 Regular Board Meeting

Trustee Moser made a Motion to Approve the Minutes from May 9, 2022 Regular Board Meeting. Trustee Blackwood seconded the Motion. Motion passed on the following voice vote:

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

May: absent

6. TREASURER'S REPORT

a. Discussion and possible approval of Treasurer's Report

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

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

May: absent

7. APPROVAL OF BILLS

a. Discussion and possible approval of bills payable

Treasurer Korth handed out a revised bills payable list. Trustee Moser made a Motion to Approve the Bills Payable. Trustee Kimpflin seconded the Motion. Motion passed on the following roll call vote:

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

May: absent

8. COMMITTEE REPORTS

a. Streets and Alleys/Public Safety

Trustee Kapraun shared that the railroad crossings are done and even though they were told to not close Lee Road and County Line Road at the same time, they did. The Board discussed that the Village has no authority over the railroad companies.

Trustee Kapraun shared that he is working on obtaining quotes for road work.

b. Water and Refuse

Trustee Kimpflin reminded residents that garbage is delayed for holidays. Clerk Maahs will post a delay notice on the website.

c. Finance and Ordinances/Zoning

9. ITEMS FROM THE VILLAGE ATTORNEY

Attorney Gottschalk confirmed that a condemnation action was filed on May 12, 2022 for the smaller section of land that the Village needs, and Peter Cabo and his mother have been served on May 26, 2022. Village Gottschalk discussed that if no answer is filed within 30 days of service, the Board will need to go into closed session to discuss how to proceed.

Clerk Maahs discussed the need for closed session to comply with the semi-annual review of closed session meeting minutes.

Clerk Maahs did not receive any applications for the treasurer's position. The Board discussed the previous applicant, and Clerk Maahs asked the applicant to email the resume to her for distribution to the Village President, and subsequently the Board. Treasurer Korth shared a concern that she is leaving in August and there is a lot to learn. The Board discussed the desire to move this process along so the Board is ready approve at the July meeting.

10. CLOSED SESSION

Trustee Kapraun made a Motion to go into Closed Session under 2(c)21 - Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Trustee Kimpflin seconded the Motion. Motion passed on the following roll call vote at 9:04 p.m.:

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

Trustee Michels made a Motion to Come Into Open Session. Trustee Moser seconded the Motion. Motion passed on unanimous voice vote of those present at 9:10 p.m.

11. POSSIBLE ACTION ON CLOSED SESSION ITEMS

a. Discussion and possible approval of Resolution No. 22-07 - A Resolution Approving and Reviewing Executive Session Meeting Minutes

Trustee Moser made a Motion to Approve Resolution No. 22-07 - A Resolution Approving and Reviewing Executive Session Meeting Minutes. Trustee Kimpflin seconded the Motion. Motion passed on the following roll call vote:

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

12. ADJOURNMENT

Trustee Moser made a Motion to Adjourn. Trustee Michels seconded the Motion. Motion passed on the following voice vote of those present at 9:12 p.m.:

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

May: absent

Typed by Village Clerk Sandie Maahs, RMC, CMC