

**VILLAGE OF LEE**  
**REGULAR BOARD MEETING MINUTES**  
**Monday, May 9, 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  
V. Clerk Sandie Maahs - present  
V. Attorney Cassandra Gottschalk – absent

**Others in Attendance:**

V. Engineer Curtis Cook  
Mike Woodbury from Public Works Dept.

2. VISITORS/COMMUNICATION

Margie Foshe read an email previously sent to the Village Clerk on April 11, 2022 regarding her concerns on compliance with the Open Meetings Act.

Terri Voitik shared information on a free public workshop on the Open Meetings Act and Freedom of Information Act hosted by the DeKalb County State’s Attorney.

Shawn Miller requested that the Village consider amending its ordinances to allow chickens, or in the alternative, consider a variance for their property to allow chickens. President Carlson asked that discussion on allowing chickens in the Village be added to the June agenda for discussion.

Terri Voitik shared support for a change to the Village’s ordinance to allow chickens and suggested a pilot program with the Miller family having the first flocks of chickens.

3. NEW BUSINESS

- a. Discussion with Michael from Northern Illinois Disposal  
Treasurer Korth shared an email from Michael as follows: “I won’t be able to male the meeting tonight. I have a severe head cold and congestion. I wanted to talk about the apartment buildings in town. The way it is set up now is the building owners only need to pay as one unit. The issue with that is when we ordered the trash and recycle carts, we only ordered them for the contracted number of homes. All the pricing ties together. I ask that we charge each unit for trash service so each unit will get a trash and recycle cart. If no one is paying to service the units we can’t deliver more cans and pick up the extra trash. Each unit should be billed as a single-family dwelling. If the board agrees to charge for each unit, then we will get the cans to the apartments this week and add the units to the home count. Please let me know what the board decides. Also, we have the senior list with 18 homes. We will make sure the driver knows what homes to pick up this week. Please check the contract on your 2-yard dumpster at the village building. We will give you a good deal to get rid of that DC 2-yard there. I apologize I won’t be able to join...” Treasurer Korth shared that the Village should use the previous ordinance (pre-code) language that allowed the owners of homes with three or four units in them to order a dumpster. The Board discussed that property owners are ultimately responsible

for the utility/garbage bills, and possible locations of dumpsters out-of-sight of roadway or kept tidy. After Board discussion, the Board would like to amend the existing ordinances to allow for multi-family residential properties with three or more units to choose between individual toters per unit or one small dumpster within “x” number of days of the date the ordinance passes or within “x” number of days of ownership of said properties with that being the decision for the property until ownership change. Treasurer Korth discussed that the senior garbage list is old. Treasurer Korth and Clerk Maahs will work together to add some language to the next water bill to ask seniors to re-register for the senior program.

b. Reports of Village Employees/Officers

i. Curtis Cook – Village Engineer

- Update on Water Tower Project

Engineer Cook shared that water was found during the boring of a test well last month and aggregate samples have been taken. The IEPA has approved the plans for the tower. Engineer Cook does not want to rush to put the project for bid until the Village has received word of the intended funding list. Engineer Cook is looking to take bids in June or July. Engineer Cook discussed that the Village applied for the IEPA loan forgiveness and grant for the tower, and recommends breaking up the project into three projects and to apply for loan forgiveness on three projects in smaller amounts versus one or two larger amounts. Engineer Cook shared that the three segments of the project would be (1) water tower, (2) well and mains, and (3) mains.

- Discussion and possible approval of Resolution No. 22-04 – A Resolution Approving and Authorizing Execution of an Agreement for Professional Services between the Village of Lee and Chastain & Associates for IEPA Permit for Wellhouse Backup Generator

Trustee Kimpflin made a Motion to Approve Resolution No. 22-04 – A Resolution Approving and Authorizing Execution of an Agreement for Professional Services between the Village of Lee and Chastain & Associates for IEPA Permit for Wellhouse Backup Generator. Trustee Michels seconded the Motion. Motion passed on the following roll call vote: Blackwood, Moser, Kapraun, Michels, May, and Kimpflin: yes

- Discussion and possible approval of Resolution No. 22-05 – A Resolution Approving and Authorizing Execution of an Agreement for Professional Services between the Village of Lee and Chastain & Associates for Preparation of Village of Lee Emergency Response Plan

Trustee Michels made a Motion to Approve Resolution No. 22-05 – A Resolution Approving and Authorizing Execution of an Agreement for Professional Services between the Village of Lee and Chastain & Associates for Preparation of Village of Lee Emergency Response Plan. Trustee Moser seconded the Motion. Motion passed on the following roll call vote: Moser, Kapraun, Michels, May, Kimpflin, and Blackwood: yes

- Water service line inventory project and possible grants for both the inventory project and replacement of service lines

Engineer Cook shared that the grant reimbursement for the lead inventory is based on the number of service lines that need to be replaced after the inventory is complete. Engineer Cook spoke with Public Works Employee Mike Woodbury and the best thing to do is maximize the Village’s knowledge of which lines have a high probably of being

lead lines. Mr. Woodbury is going to do an inventory of the 141 meters which will reduce the number of lines that need to be confirmed to be lead. Mr. Woodbury asked if the Village could put a note on the water bill asking people to respond with the type of pipe that they have coming in the house to the meter. Clerk Maahs will work with Treasurer Korth on adding the request to a water bill.

ii. Michael Woodbury – Public Works

Mr. Woodbury stated that the two “water main breaks” ended up being service line breaks. Mr. Woodbury mentioned that Water Operator Jay shared that there is an 11 million gallon difference between the amount pumped and the amount sold last year. Mr. Woodbury shared that since the repairs, the gallons pump has been lowered. Mr. Woodbury discussed that the service line by the grain elevators was cut and capped instead of replaced, and no one has said anything so he suspects that it was a ghost line going to nowhere.

Mr. Woodbury discussed that the cost of chemicals and supplies have gone up, and the Village may want to discuss a water rate increase as the last one was in 2009. Mr. Woodbury suggested an increase before the project increase, so the residents in the Village don’t have to attempt to have one large increase over two smaller increases. Mr. Woodbury, Treasurer Korth, Clerk Maahs, and President Carlson confirmed that they have not received an inspection report from the IEPA. The Board discussed how to calculate the price increase. Treasurer Korth and Mr. Woodbury will get together and bring a recommended price increase to cover costs to the June board meeting.

iii. Sandie Maahs – Village Clerk

Clerk Maahs shared that in positions up for election in April of 2023 are a two-year unexpired term trustee position, three four-year trustees positions, and a two-year unexpired term president position.

- Discussion on Clerk’s job description

Clerk Maahs shared that she does not want the Village to hire a “fill in” clerk as that is what she is and wants the Village to hire a clerk who is going to be at the Village for years. Clerk Maahs discussed that her term runs with the Village President and whoever is elected in April of 2023 can choose whoever they like as Village Clerk, which could mean removal of whoever President Carlson appointed. Trustee Kimpflin suggested reaching out to other boards to see if there are clerks in the area who would take on the work.

iv. Linda Korth – Village Treasurer

- Discussion on street light behind wellhouse

Mr. Woodbury shared that the street light behind the wellhouse does not benefit the wellhouse. Treasurer Korth will find out what the cost will be if the Village takes over the street light, as the light may become the Village’s soon.

- Discussion on Treasurer’s job description

Treasurer Korth will be leaving the position in August. The Board discussed advertising the job on social media and on the Village website with applications due prior to the next meeting.

c. Discussion on draft Appropriations Ordinance

The Board reviewed the draft Appropriations Ordinance. Treasurer Korth will increase the attorneys fees due to the pending eminent domain action, the water capital improvement fund to add in for the potential of spending grant funds, and well maintenance supplies to cover increase in cost of spending.

Treasurer Korth talked to Resource Bank and they confirmed that President Carlson has been stopping by, but the person that they need to talk to has not called back. Treasurer Korth was told that she would receive a phone call on May 10, 2022.

d. Discussion and possible approval of letter of support for Rise Broadband a/k/a Skybeam

Clerk Maahs discussed that the letter is only showing the Village's support that it would be interested in allowing Rise Broadband to seek grants and work with the Village to potentially offer another internet service to Lee. Trustee Kimpflin and Trustee Moser are not in favor of Rise Broadbands services. President Carlson shared that this is just to offer the residents another option and will not cost the Village money as the project will not move forward if Rise Broadband is not able to obtain a grant for the project. Trustee Kimpflin confirmed that the Village is not tied to Rise Broadband with sending the letter of support. Clerk Maahs will hold off sending the proposed right-of-way agreement from Rise Broadband to the Village Attorney until the Village finds out if it can get the grant - that way it is not spending funds it doesn't need to. Trustee Kimpflin made a Motion to Approve the Draft Letter of Support to Rise Broadband a/k/a Skybeam to be Sent by Village President Josh Carlson to Apply for the Grant. Trustee Kapraun seconded the Motion. Motion passed on the following roll call vote:

Kapraun, Michels, Kimpflin, and Carlson: yes

May, Blackwood, and Moser: no

4. OLD BUSINESS

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

Trustee Moser signed letters to go out for ordinance violations. Trustee Moser shared that B&F did not have a fine form and Clerk Maahs and Village Attorney Gottschalk have come up with one which will be used to prepare a few fines as several residents have not corrected any issues. Trustee Moser is preparing another letter regarding chickens without variance or approval in the Village. Trustee Moser is sending letters in which the residents have to contact her or the building inspector with a plan or that the work has been completed. Trustee Moser discussed the process of sending out letters and issuing fines if the property owners don't respond. Trustees Kimpflin, Michels, and Moser discussed that the goal is to have residents clean up their properties and comply with the ordinances. Trustee Moser asked that any potential violations be emailed or text to her, so that she can follow up on them when she is able.

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

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

Trustee May noted she meant to say at the April meeting that there was a \$20,000 grant available to Leading Lee Forward, and pointed out a scrivener's errors to be corrected. Trustee Moser made a Motion to Approve the Minutes from April 11, 2022 Regular Board Meeting, as amended. Trustee Blackwood 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 Moser seconded the Motion. Motion passed on the following voice vote:

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

7. APPROVAL OF BILLS

a. Discussion and possible approval of bills payable

Trustee Kapraun made a Motion to Approve the Bills Payable. Trustee Michels seconded the Motion. Motion passed on the following roll call vote:

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

8. COMMITTEE REPORTS

a. Streets and Alleys/Public Safety

Trustee Kapraun prepared a list of road issues that need to be addressed and reviewed the largest issues with the Board. President Carlson asked that Trustee Kapraun asked that they add calcium chloride to the gravel roadway. Treasurer Korth and Clerk Maahs will review the Village's records to see who was used in the past. Treasurer Korth discussed that there is enough Motor Fuel Tax funds for a road project and Clerk Maahs discussed that road repairs in the past in the Village has used MFT funds. The Board discussed that Hardanger Gate should not be paved in the area in which the water project is going to dig up the road. Trustee Kapraun will work on contacting contractors.

Trustee Kapraun discussed that the end of E. Sor Gate that backs up to the tracks is used to pile snow in the winter which leaves rocks and junk in the grass when it melts, and 127 E. Sor Gate has asked if the Village would leave the snow on the street and not push it into the grass. President Carlson discussed that snow plowing requires that you push the first snow falls as far back as possible to leave room for additional snow to be piled if additional snow accumulates, and suggested asking Post Mowing in the spring to add the sweeper to his lawn mower to move the rocks out of the grass in that area.

Trustee Kapraun confirmed that he still has not received any dates on the road closures.

b. Water and Refuse

Trustee Kimpflin shared that all questions regarding garbage or the garbage contract can be directed to her. Clerk Maahs shared that she will add to the informational social media post that the residents can contact Trustee Kimpflin.

Clerk Maahs discussed keeping an eye on how many board members are communicating on any social media post and it is best that each topic has one board member as its contact/commentor.

c. Finance and Ordinances/Zoning

Treasurer Korth shared that the fiscal year ended and the audit should start soon. Treasurer Korth reviewed issues with the past audits being completed timely and discussed that the Village may have to hire a different auditor at a higher cost.

Trustee Moser discussed that the Leading Lee Forward group has come up with a list of items totaling approximately \$4,500.00 that they would like to purchase. The Board discussed

purchasing options. Trustee Moser will look into how to purchase the items and get the information to Clerk Maahs for approval at the June meeting.

President Carlson discussed the sign donation from Beth Einsele and that after further inspection of the sign, it is not feasible for the Village to move it or install it. Trustee Michels will let Beth know.

Trustee May shared that someone she knew spoke with Attorney Kevin Buick about whether Leading Lee Forward should stay within the Village structure or have its own committee, and Attorney Buick shared that other towns have committees within the Village structure. The Board discussed that cost of board members attending committee meetings for Leading Lee Forward and that Leading Lee Forward would need to comply with the Open Meetings Act and the Freedom of Information Act.

Trustee Moser asked if the Village would be interested in having a 4<sup>th</sup> of July parade and cook out. The Board was in favor of the idea. Trustee Moser will work on getting something together for July 3<sup>rd</sup>.

9. ITEMS FROM THE VILLAGE ATTORNEY

10. ADJOURNMENT

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

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

Typed by Village Clerk Sandie Maahs, RMC, CMC