**VILLAGE OF LEE, ILLINOIS**

**REGULAR BOARD MEETING MINUTES  
Wednesday, August 9, 2023, at 7:00 p.m.**

**Lee Fire House, 103 Lee Road, Lee, Illinois**

1. CALL TO ORDER

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

**Roll Call**

V. President Therese Voitik – present Treasurer Katherine Felker – present

Trustee Jessica Galbreath – absent V. Clerk Dawn Woodbury - present

Trustee Stacey Schnupp – present

Trustee Margie Foshe-present Others in Attendance:

Trustee Jean Michels – present V. Engineer Aaron Full

Trustee Dawn Kimpflin – present Mike Woodbury from Public Works

Trustee Jessica Moser – present

2. VILLAGE PRESIDENT WELCOME/COMMUNICATION

3. VISITORS/COMMUNICATION/PUBLIC COMMENT

Jordan Steffa has concerns about the water rates and his renovated driveway

Kathy Koehling has concerns on the water rates

Don Post has concerns on the water rates

Mike Carrier has concerns on how the water rate is configured on the water bill

4. NEW BUSINESS

a. Reports of Village Employees/Officers

* Aaron Full – Village Engineer

- Project Summary Report

Helm Civil will be returning in a couple weeks to do the seal coating in town. More patching mixture had to be used. Helm Civil donated about 5 tons of material to the village

* Michael Woodbury – Public Works

The lead copper line survey is complete. Would like dumpsters to remove construction equipment and mulch that was left at the burn pile

* Dawn Woodbury – Village Clerk
* Katherine Felker – Village Treasurer

Still working with the bank on obtaining our loan. Bank needed additional information. We should have more information in the next week or two. Resource Bank had a big data breach, and the best course of action was to cancel all the village accounts and reopen new accounts. Talked to the auditor and will be meeting next week to work on the village audit.

b. Atty Russell Crull to clarify Point of Order

A Point of Order is generally calling out attention when you think the rules are being broken. Everybody is allowed to do that, and the chair is allowed to say whether they believe that. If everybody does not agree with the chair, then it goes to Motion and if there is a second, then to a vote. Russell Crull introduced his partner to us-Brandon Gecan.

Page 1 of 5

c. Atty Russell Crull and board to discuss 5 to 10 ordinances that are outdated and need revision- Review Code 4-2-11

Board to concentrate on re-doing the oldest ordinances first. President Voitik would like Ordinance

7-1-11 revised to pick up the actual cost of a water tie in vs. charging a flat fee. Trustee Foshe to bring a resolution to next month’s meeting regarding her review of Code 4-2-11 and will be considered an agenda item. Trustee Michels had a question regarding 7-1-6, why would we need to approve anyone to disconnect their water? Ordinance should not be there as everyone is required to use our water. Per Trustee Kimpflin, there was an ordinance found where it was thought the fire department was getting free water. It turns out, that ordinance changed in 2010. The fire department is getting billed for the usage of water. Trustees state there is an agreement for the use of their meeting room in conjunction with possibly lights being use for the Christmas tree as well as plowing. Trustee Kimpflin would like that addressed as well. Attorney Crull stated that the intergovernmental agreement should be made on paper.

d. Review water rate, water disconnect policy and wording

Trustee Schnupp would like the disconnect policy notice to be re-written as it seems harsh and dramatic.

e. Discuss and possible vote on Karl Koehlings’ proposals for disassemble and removal of the old pressure tank in the wellhouse

Per Mike Woodbury, the old pressure tank cannot be removed just yet as it is still connected to the old system he is currently using. We are going to have to wait until the panel is moved into the other room and at that point, the new control will be reprogrammed. It was decided by the board to table this subject and discuss it at another time.

f. Discussion on best time frame during the water project, for removal of old pressure tank based on engineer and public works recommendation.

Engineer Full did not think it would be an issue if the tank got removed later. Karl would rather wait until cooler weather. Engineer Full to give Tri-R a call to see when they planned on coming out to remove and eliminate the sensors from the system.

g. Fire Department Discussion:

* Discuss and possible vote for sharing the cost of a display case for Village and Fire

Department announcements

The Fire Department would like a different case that is being used at the former well house.

It was decided by the board to table this subject for another time.

* Water bill with the Fire Department​ -See Ordinance 7-1-14

The Village is not in a financial position to provide free water to the fire department as this time.

* Fire Department agreement with Village Board regarding using their facility for monthly meetings

There should be an intergovernmental agreement written up saying the Village of Lee will pay for certain services and that the fire department will pay for service services.

Trustee Schnupp made a motion to go forward with negotiations with the fire department to come up with a written agreement for services. Trustee Moser 2nd the Motion

Schnupp, Moser, Foshe, Michels, Kimpflin-yes

Galbreath-absent

h. Discuss concrete patio, permit and future plans for patio area adjacent to the Firehouse

Fire Chief Jason Aters has received a permit and work is to begin tomorrow. The plan is to build a concrete slab and then in another year or two, build a barbecue pit and possibly a gazebo depending on funds.

Page 2 of 5

i. Discuss and possible vote on cameras, dumpsters and video surveillance at burn pile

Dumpsters are needed to remove construction equipment and mulch that should not have been dumped there. Trustee Michels to talk to former mayor Josh on if he has access to the camera on the property. New cameras to be tabled until the board decides on who will monitor them. Trustee Kimpflin made a motion to provide 2 dumpsters at 20 yards each to help remove debris at the burn pile. Trustee Schnupp 2nd that Motion.

Michels, Kimpflin, Foshe, Michels, Moser-yes

Galbreath-absent

j. Discuss and possible vote to explore moving forward with and updating Village of Lee Comprehensive Plan

An urban planner named Stephanie would like to come speak with us. We might be able to obtain a grant that can be used for the plan. Trustee Moser made a motion to explore moving forward with updating the Village of Lee Comprehensive Plan. Trustee Michels 2nd the Motion.

Moser, Michels, Kimpflin, Schnupp, Foshe-yes

Galbreath-absent

k. Discuss and review any changes needed to Appropriations Ordinance or affirmative vote to accept without changes

Trustee Foshe had a question in regard to the personnel in garbage fund figure. Treasurer Felker explained it was just an estimate in case someone will need to man the dumpsters.

Trustee Moser made a motion to approve the Appropriations Ordinance as listed. Trustee Michels 2nd the Motion.

Moser, Michels, Foshe, Kimplin, Schnupp-yes

Galbreath-absent

l. Communication: public, board members, village president, fire dept, website

There needs to be more open and better communication with the board members. If there are any problems that arise, it should be communicated with the board as a whole. No texting allowed. Individual emails only so that it will not interfere with the Open Meetings Act.

m. Discussion on winter preparation, plows, salt purchase, salt spreader, employee contracts, and insurance, etc.

Trustee Moser asked if this subject can be discussed next month so that we can get some answers.

5. OLD BUSINESS

a. Discuss​ and possible Vote to begin plans for 'Emergency Access Road" to provide resident ingress and egress in the event of a disaster.

Engineer Full mentioned that there is a pine tree that will need the branches cut back or totally removed along with a big bush that is in the way. This can all be part of the water main project. There also can be grants or other funding available since this is a safe agress. Board trustees tabled this discussion for another time.

b. UTV/Golf cart discussion for possible vote on new ordinance

Trustee Kimpflin would like this discussion to be tabled until possibly January 2024.

Page 3 of 5

c. Discuss and vote on which cost saving measures will not be included in final plan for Well and Water Tower project

Gravel and a fence are items we do not need. Engineer Full stated that using a VFD is a poor application on a well pump and is not really needed. There is also a mixing system on the bid that Engineer Full does not think is worth the money to add. If we decide to add a mixing system, that is something that can be added later. Having a gravel floor vs. concrete floor can also save the village around $2,000.

Trustee Moser made a motion to accept the cost saving measures in the final plan for the Well and Tower project. Trustee Michels 2nd that motion.

Moser, Michels, Foshe, Schnupp, Kimpflin-yes

Galbreath-absent

d. Discuss and possible vote to begin the first steps in creating a Village of Lee Steering Committee/ Advisory board on Economic Development

Jerry Foster to attend our board meeting next month. Jerry will bring plans so we may get started. A committee would consist of as many as 20 people from around and outside the community. Trustee Michels made a Motion to begin the first steps in creating a Village of Lee Steering Committee/Advisory board for Economic Development. Trustee Kimpflin 2nd the Motion.

Michels, Kimpflin, Schnupp, Moser- yes Foshe-no

Galbreath-absent

e. Discuss and possible vote on cost for Master keys to re-key wellhouse

Mike Woodbury made a call to locksmith, but they have not gotten back to him yet. The fire department will need a key to the wellhouse. Trustees decided to table for next month’s agenda.

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

Trustee Moser stated she now has a copy of the the village letterhead and will begin mailing out the letters. These are “warning” letters and not “violation” letters. Trustee Moser to keep a folder for each property.

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

a. Approval of minutes from July 12, 2023, Regular Board Meeting

One word on July meeting minutes was spelled incorrectly and will need to be corrected. Minutes should be corrected to amend the Village will need new wellhouse keys not because the fire chief wanted them.

Trustee Moser made a motion to approve the July 12, 2023, regular board meeting minutes as amended. Trustee Michels 2nd that motion.

Moser, Michels, Kimpflin, Foshe, Schnupp-yes

Galbreath-absent

7. TREASURER'S REPORT

a. Discussion and possible approval of Treasurer’s Report

Trustee Moser made a motion to approve the Treasurer’s Report for August 9, 2023. Trustee Michels 2nd the Motion.

Michels, Moser, Schnupp, Foshe, Kimpflin-yes

Galbreath-absent

8. APPROVAL OF BILLS

a. Discussion and possible approval of bills payable

Trustee Michels made a motion to approve the bills for August 9, 2023. Trustee Schnupp 2nd the Motion.

Michels, Moser, Kimpflin, Schnupp, Foshe-yes

Galbreath-absent

Page 4 of 5

9. COMMITTEE REPORTS

a. Streets and Alleys/Public Safety

b. Water and Refuse

c. Finance and Ordinances/Zoning

10. ADJOURNMENT

Trustee Michels made a motion to adjourn the meeting. Trustee Moser 2nd the Motion.

Meeting adjourned at 9:12 p.m.

Page 5 of 5