

**REGULAR MEETING
APRIL 8, 2024
MINUTES
6:00pm**

CALL TO ORDER

- 1) The Regular Board Meeting on April 8, 2024 was called to order by President Steve Buss at 6:00pm.

Board present: Steve Buss, Claudia Simpson, Brian Peight, Brooke Baldauf, Dean Rood, Brandon Smith, Cathy Stevens and Nicole Callos. Not present: Christin Keeffer. Also Present: Brian Nott, Tom Green, Wayne Gift, Kory Polhill, Lindsay Buss, Louise Workinger

ROLL CALL

PLEDGE OF ALLEGIANCE

- 2) **APPROVAL OF MINUTES – March 11, 2024**

On a motion by Peight second by Rood to approve the minutes from the March 11, 2024 Board Meeting. ALL AYE.

- 3) **APPROVAL OF BILLS PAYABLE REPORT**

On a motion by Rood second by Stevens to approve the Bills Payable Report as presented. ALL AYE.

- 4) **TREASURER’S REPORT ACCEPTANCE**

Callos presented the Treasurer’s report for the month of March. Callos stated the money market interest amounts have been corrected. On a motion by Stevens second by Peight to accept the Treasurer’s report as presented. ALL AYE

- 5) **PUBLIC PARTICIPATION**

Darryl Canon and Brad Auger had concerns over the speeding by the golf course on Shippee Road. Buss stated this has been resolved and the speed limit will be changed from 45 to 35mph.

COMMITTEE REPORTS

ATTORNEY’S REPORT, HEALTH & ENVIRONMENT, PUBLIC SAFETY, TRANSPORTATION & PUBLIC IMPROVEMENTS, WATER & SEWER, ZONING & PLANNING - NO REPORT

- (A) **FINANCE & ADMINISTRATION**

Buss stated the newsletters were mailed and looked good. Baldauf stated she received two newsletters; will be checking the invoice for what was mailed and what was charged.

- (A) **VILLAGE ENGINEER**

Nott reported the following: 1) Dayton Street ComEd and Nicor relocates are complete. Aero will be transferring their lines. 2) Fischers have moved their equipment onto Dayton to begin water main work. Leet/School/Williams water main hydrant relocation will begin after Dayton. 3) No Milfred Street update. 4) The source water protection plan is moving forward with a July submission date. 5) IEPA storm and sanitary funding nomination forms have been entered for dollar amount estimated in July. 6) Lena Drive Inn easements are awaiting owner information; information will be sent to Nott by Madi Becke.

NEW BUSINESS

- 6) **DISCUSS/APPROVE 2024 STREET PATCHING IMPROVEMENT BIDS**

Nott stated bids were received from Martin, Helm and Porter Brothers. Porter Brothers had the lowest bid. On a motion by Smith second by Stevens to approve Porter Brother’s 2024 Street Patching Improvement Bid in the amount of \$195,500.95. ALL AYE.

- 7) **DISCUSS/APPROVE RAILROAD AND MAIN STREET IMPROVEMENTS (PHASE 5)**

Nott explained bid openings were held on April 2nd for both segments of Railroad Street and Main Street with bids from Fischer’s and Helm. The base projects included West Main Street and East Railroad Street. Alternates 1 & 2 were approximately 1 million dollars to complete and included Railroad Street by the Fire Station and Townline Road by the new water tower. Helm had the lowest bid for both the base and the alternate projects. Buss stated alternates one and two will not be completed at this time. Buss said he wanted to add some HMA work to several streets. Projects can go to 50% of what was approved before requiring to be bid again. Shippee Road work will begin in May. On a motion by Smith second by Stevens approving Helm Group’s low base bid of \$1,109,760.10. ALL AYE.

- 8) **DISCUSS/APPROVE BUTTERNUT DR, OLD CORDUROY, WILLOW CRK & CENTER STREET IMPROVEMENTS (PHASE 6)**

Nott explained Helm Group has the lowest bid out of the submitted from Helm, Porter Brothers and Fischers. Utility companies are still doing relocates. On a motion by Stevens second by Smith approving Phase 6 to be completed by Helm in the amount of \$847,296.87. ALL AYE.

- 9) **DISCUSS/APPROVE PROPOSAL FOR CONSTRUCTION ENGINEERING & STAKING SERVICES PHASES 5 & 6**
Phase 5 has been shortened by eliminating two alternates for Main and Railroad Streets. 163.5 Approval pending update of engineering service proposal. Nott will be establishing the new T&M amounts and providing the documents for the Village. At this time the Village has \$125,000 budgeted for engineering fees. On a motion by Peight second by Rood to approve the proposal for construction engineering and staking services for phases 5 & 6 subject to the revised estimate eliminating alternates 1 and 2. ALL AYE.
- 10) **DISCUSS/APPROVE PAY REQUEST #1 FOR DAYTON STREET IMPROVEMENTS**
Nott explained this is for tree removal on Dayton Street by Fischer's. On a motion by Peight second by Rood approving pay request #1 in the amount of \$12,676.50. ALL AYE.
- 11) **DISCUSS/APPROVE PAY REQUEST #1 FOR LEET/SCHOOL/WILLIAMS STREET IMPROVEMENTS**
On a motion by Peight second by Baldauf approving pay request #1 in the amount of \$2,330.51 for tree removal by Fischer's for Leet/School/Williams Streets. ALL AYE.
- 12) **DISCUSS/APPROVE UPDATED ZONING MAP**
On a motion by Rood second by Baldauf approving the updated Village of Lena zoning map. ALL AYE.
- 13) **DISCUSS/APPROVE CERTIFICATE OF AUTHORITY BY VOTE FOR CMS ROCK SALT CONTRACT**
The Village does 225 tons with CMS, and bidding out the other 100. Peight stated it could be beneficial to bid more. A contract is required to order from CMS, and the salt is guaranteed to be delivered. On a motion by Peight second by Smith approving the CMS Rock Salt Contract. ALL AYE.
- 14) **APPROVAL OF EMPLOYEE PAY ADJUSTMENTS**
Buss explained it was discussed at the previous meeting to adjust employee wages 5% as well as a longevity increase of \$0.25 for every 5 years of being employed with the Village. On a motion by Smith second by Stevens approving employee pay adjustments as stated. ALL AYE.
- 15) **DISCUSS/APPROVE UNION CONTRACT VOTE**
On a motion by Peight second by Stevens approving the Police Union Contract to take effect May 1, 2024. ALL AYE.
- 16) **APPROVAL OF FINAL BUDGET FOR FISCAL YEARS 2024-2025**
The Board adjusted the budget for engineering fees from \$125,000 to \$200,000. On a motion by Smith second by Stevens approving the Budget for fiscal years 2024-2025. ALL AYE.
- 17) **APPROVAL OF ADJUSTMENT OF APPROPRIATIONS ORDINANCE #24-006**
Callos stated there were no changes since the ordinance was reviewed at the last meeting. On a motion by Stevens second by Rood approving the Adjustment of Appropriations Ordinance #24-006. ALL AYE.
- 18) **DISCUSS/APPROVE RESOLUTION #24-103 DISPOSAL OF EXCESS & UNUSABLE VILLAGE HALL PROPERTY**
On a motion by Peight second by Baldauf approving Resolution #24-103 for disposal of excess and unusable Village Hall property. ALL AYE.
- 19) **DISCUSS/APPROVE ADDITIONAL STOP AND YIELD SIGNS**
On a motion by Stevens second by Smith approving a four-way stop at the corners of Rantoul, Provost and Logan Streets. ALL AYE.
- 20) **DISCUSS/APPROVE AMERICAN LEGION AUXILIARY ILLINI GIRLS STATE GRANT**
On a motion by Peight second by Baldauf approving the American Legion Illini Girls State Grant in the amount of \$400. ALL AYE.
- 21) **DISCUSS/APPROVE LENA LIONS FALL FESTIVAL GRANT**
Discussion was had on whether the Board could approve more than \$1,000 per grant application. It was decided this grant was for two different events and was able to be approved. On a motion by Smith second by Rood to approve \$1,000 for the Lena Lions Fall Festival and \$1,000 for the Lena Lions Fall Festival Parade. ALL AYE.
- 22) **DISCUSS/APPROVE LBPA GRANT**
On a motion by Peight second by Baldauf to approve the LBPA grant in the amount of \$1,000. ALL AYE.
- 23) **DISCUSS/APPROVE LASER GRANT**
On a motion by Rood second by Smith approving the LASER Grant in the amount of \$1,000. ALL AYE.
- 24) **APPROVAL OF MOTORCYCLE AWARENESS PROCLAMATION**
On a motion by Peight second by Smith approving the Motorcycle Awareness Proclamation. ALL AYE.

ADJOURNMENT

- 25) On a motion by Peight second by Smith to adjourn the April 8, 2024 Regular Board Meeting at 7:03pm. ALL AYE.