



# Village of Lily Lake

Regular Board Meeting  
Approved Minutes  
June 26, 2023

## Call to Order

President Diehl called the Board of Trustees meeting to order at 7:00 p.m. with the Pledge of Allegiance.

## Roll Call

**Present:** President Diehl, Trustee David Anderson, Trustee Donald Butler, Trustee Tim Dell, Trustee Mary Ormond, and Trustee Travis Parry.

**Absent:** Trustee Pam Conn

**Also Present:** Alex McTavish (Village Attorney), Jesse Heffernan (Village Clerk), Juliette Kerr (Village Deputy Clerk), Jeff Lee (Village Plan Commission), Erik Hoofnagle (Village Public Works Consultant), and Lisa Engberg (Village Treasurer).

**Public/Guests** (signed in and legible): Matt Hanson, Mike Huneke, Al Lee, Mae Strobel, John Andreacchi, Rick Overstreet

## Adoption of the Agenda

Motion by Trustee Dell, seconded by Trustee Butler, to adopt the June 26, 2023 Agenda as presented.

*Voice vote, motion passed unanimously.*

## Approval of the May 22, 2023 Regular Board Meeting Minutes

Motion by Trustee Parry, seconded by Trustee Dell, to accept the minutes of the May 22, 2023 Regular Board Meeting Minutes as presented.

*Voice vote, motion passed unanimously.*

## Guests and Public Comment

Members of the Elburn & Countryside Fire Protection District were invited to meet the Board and presented their 2022 Annual Report for review. Assnt. Chief Huneke, Assnt. Chief Hanson, Board Member Al Lee, and Board Member Lisa Engberg were introduced to the new village trustees. ECFPD's current Chief Cluchey will be retiring in the fall; Assnt. Chief Huneke will become the new Chief, Assnt Chief Hanson will continue as Assnt Chief. Huneke expressed interest in a continued relationship with Lily Lake's Board, and would also like to maintain a presence within the community. Discussion covering ECFPD's district size, response times, and future plans continued briefly. Assnt. Chief Hanson mentioned an earlier concern regarding a tornado siren, Assnt Chief Huneke stating there's foundational work set up at Station 3 for a siren. The FD is willing to work with the Village in allowing a unit to be placed at Station 3 in the future. A board trustee commented on the use and convenience of the bench/overhang/water off the bike path at Station 3. ECFPD encourages its use and welcomes visits. Assnt Chief Huneke thanked the Board for its time and asked for a future meeting to discuss Impact Fees, keeping all communities who pay impact fees on the same level. Attny McTavish informed Huneke that one currently exists, but it should be revisited.

A resident asked about the Village Zoning Compliance officer, about the process for compliance, reporting, and communication. He complained that a letter he received gave inadequate time to respond and was improperly delivered. He has an application to submit and asked that he able to do so at the Board meeting. Attny. McTavish explained that a citation was not mailed, and once his application and fee are submitted, a citation would not be issued regarding that matter.

President Diehl acknowledged and welcomed former President Overstreet in the audience.

No other comments were made.

### **Resolution 2023-17 Accept Karrison LLC Letter of Engagement for FY 2023; \$7,400**

Motion by Trustee Dell, seconded by Trustee Ormond to approve Resolution 2023-17. President Diehl explained this will be a Spot Audit, not examining every income/expense line, but a general examination of our finances. Karrison LLC has been performing our audits for the past several years.

No further discussion. *Roll call Vote, motion passed unanimously.*

### **Resolution 2023-18 Accept Pine Computer Consulting Proposal for Board Rm Computer; \$1,700.00**

Motion by Trustee Parry, seconded by Trustee Anderson to approve Resolution 2023-18. President Diehl explained this system will serve the board room tv monitor currently accessed by a personal laptop. It allows for a keyboard, mouse, installation time and some hardware. President Diehl asked to correct the Resolution to reflect the agenda limit of \$1700 vs \$1600 to allow for any unforeseen installation issues. Trustee Anderson felt the labor/installation fee was too high; Trustee Butler asked if the TV could be accessed another way. Motion by Trustee Anderson, seconded by Trustee Butler to table this resolution while exploring other connection alternatives that may prove less expensive. Brief discussion regarding the types of alternatives to explore.

No further discussion. *Roll call Vote, motion to Table Resolution 2023-18 passed unanimously.*

### **Resolution 2023-19 Accept Renewal of Active Excavating & Wrecking Snow Removal Contract**

Motion by Trustee Anderson, seconded by Trustee Dell to approve Resolution 2023-19. Public Works Consultant Hoofnagle explained the contract provides for a 3-year extension. Trustee Butler asked for clarity on the bid process and when a public bid is required. A project anticipated to exceed \$25,000 requires a public bid. This contract was sent to public bid last year and is taking advantage of the 3-time extension agreement built into the contract. The contractor does not propose a rate increase from the original bid and the Public Works consultant recommends approving the extension.

No further discussion. *Roll call vote, motion passed unanimously.*

### **Approve Bills**

Motion by Trustee Anderson, seconded by Trustee Dell to approve the Monthly Bills for May/June 2023. There was a question on the landscaping work done matching the invoiced amount; work provided was weed and mulch removal at Village Hall and park playground & entrance area, new mulch at both locations, weed spray, full edging at both locations, walkway repairs to park gravel, spring trim/clean-up.

*Roll Call vote, motion passed unanimously.*

### **Old Business**

President Diehl announced that the LB5 LLC PUD application for the gas station site at Rt 47 & Rt 64 has been withdrawn. The owner will pursue improving the filling station under their current B-1 zoning regulations. Plans submitted will proceed as any other standard improvement, not requiring a public hearing, Plan Commission or Board approvals. They will need to submit a Stormwater application and provide their excavation/engineering plans. Drainage and retention plans must attain County, Township, and Village approvals before implementation. LB5 LLC will entertain conversations of an easement for future Great Western Trail connections. Discussion about burying the existing powerlines at the current store site led to the understanding that the cost would be prohibitive. The Village has no authority to require this existing condition change. There will be no long-term or overnight parking of semi-trucks allowed. Per existing regulations, the filling station may have one customer parking space per fueling island; LB5 is planning on installing 5 diesel fueling islands for semi-trucks and can therefore have 5 transient customer parking for such vehicles. If they wish additional spaces, a Variation Application must be submitted, which will entail another public hearing. LB5 is not interested, at this point, in applying for a variance.

Trustee Anderson brought up the following:

- Jetting the Cochise drain tile; should the Village consider a fee or Special Service Assessment scenario imposed on the landowners if tree preservation is a concern, to help pay for this annual maintenance?

- (Public Works) The clogging is not only from trees, grasses etc. work their way into the tiles. The pipe will need to be scoped and maintained even after the trees die off. There are some underdrains within Village easements that the Village is obligated to maintain using general funds. Other underdrains are currently maintained by the Village using existing agreed SSA funds, such as in the Sunset Views subdivisions. Imposing an SSA on one or two homes in lieu of tree removal may not solve the issue, may be cost prohibitive, and could prove difficult to execute.
- 3-bid minimum; why are not all RFPs presented to the board with at least 3 bidders?
  - It has proven very difficult to attain bids for work sought by the Village. The Village has advertised RFPs for landscaping and mowing, for example, off and on for several years, both in local newspapers and on the Village website. These RFPs don't require a public bid, yet is done to seek competitive pricing. Of the bids received, very few are viable. Bidding publications have fees, which need to be accounted for as well. It can prove advantageous to stay with a quality contractor as their efficiency grows with their experience in the Village. There was a brief discussion regarding lowest bids, quality/quantity of bids, and reliability of a good contractor once hired.
- LB5 LLC PUD; if they have withdrawn, will the heavy equipment leave the site?
  - Yes, it should and they will receive notice. LB5 LLC paid a fine for a past violation of equipment storage and had an agreement to store a limited amount of land-moving equipment as they anticipated their up-coming project.
- Newsletter; update?
  - Trustee Conn said she could help with the newsletter in the near future at last month's meeting; she's not in attendance this month.
- Live Streaming; how does the rest of the Board feel about pursuing the idea of live-streaming meetings?
  - The Village currently has low in-person attendance. Is the expense and effort to live-stream warranted? The Village may consider a trial period of streaming, evaluate the need and response. Statutory requirements regarding FOIA, storage, retention, channel ownage, etc. for live-streaming, needs to be verified, even done as a trial-basis. Comcast may be able to provide a public access channel for the Village to use. Attny. McTavish can look into the channel and potential fees while reviewing our draft Comcast franchise agreement.

## **New Business**

- Trustee Ormond suggested a consideration of Chromecast as an option for the Boardroom TV to share documents etc. Investigation of the system can be done after adjournment.
- Trustee Anderson asked the following:
  - A neighbor has an existing non-conforming building and wants to renovate the building. Why can't they simply remove most or all and replace what they had?
    - If modifications are less than 50% (based on cost of construction), he can improve with a permit only. If he tears down the building altogether, he may apply for a variance to replace the building on the same footprint because the structure is existing non-conforming.
    - Board may consider changing requirements, if deemed appropriate and fair.

## **Adjournment**

Motion by Trustee Dell, seconded by Trustee Parry to adjourn at 8:05 p.m.  
*Voice vote, motion passed unanimously.*

*Respectfully submitted by: Jesse Heffernan; Village Clerk*