



# Village of Lily Lake

Meeting of the Whole  
Approved Minutes  
January 17, 2025

## Call to Order

President Diehl called the January 17, 2025 Meeting of the Whole to order at 7:00 p.m. with the Pledge of Allegiance.

## Roll Call

**Present:** President Kelly Diehl, Trustee David Anderson, Trustee Shelly Blomberg, Trustee Pam Conn, Trustee Mary Ormond, and Trustee Travis Parry

**Absent:** Trustee Donald Butler

**Also Present:** Jim Vasselli (Village Attorney), Shannon Battersby (Village Clerk)

**Public/Guests:** none

## Discussion to be held

### 1. Former Attorney final invoice payments

The former attorney submitted a final invoice of \$33,216.24, which was verified with documentation. Due to budget limitations, the payment will be split into two installments: \$16,608 this year and the rest in the next budget cycle. There were concerns about the absence of a cap on legal fees and inconsistent billing practices, leading to the consensus that such issues should be prevented moving forward.

### 2. Comcast link to milkhouse and equipment

The discussion explored options between a recorder and a wireless camera system, with concerns about needing a router for wireless functionality. Steve Zahn was mentioned as having a potential solution, and the recorder was estimated to cost \$500 to \$700 with about two hours of installation. Steve also noted that, despite a broken link between the main building and the milk house, cameras still record locally, and he can review up to 30 days of footage. The discussion also highlighted the potential benefits of high-quality night vision cameras for better visibility from the milk house.

### 3. Oasis LOC

The discussion focused on the letter of credit for stormwater improvements, with 80% of the work completed and only grass planting remaining. Concerns were raised about reducing the credit to 110% of the \$209,000 balance, with some suggesting a higher percentage to account for unforeseen costs. The developer, not requiring board approval under B1 zoning, was encouraged to submit a formal request for the credit reduction, and further clarity on handling such requests was recommended.

### 4. 501(C)

The discussion centered on creating a 501(c)(3) nonprofit corporation to handle donations and sponsorships for community events, ensuring a clear distinction between the municipality and the nonprofit. The legal team, including a paralegal with relevant experience, will manage the process of filing Form 1023 with the IRS, with costs fairly allocated. The goal is to proceed with this initiative once the president's approval and consensus from other members are obtained, though patience is necessary due to the federal approval timeline.

### 5. Bill Pay

The discussion focused on improving the payment process for utilities and regular bills to avoid late fees and inefficiencies, with a suggestion to set up automatic bill payments to ensure timely payments without waiting for board approval. The aim is to reduce late fees and streamline payments.

## 6. Direct Deposit

The proposal to switch to direct deposit for efficiency was discussed, with the goal of eliminating the need for checks and stamps. There was consensus that direct deposit would be a more efficient system moving forward.

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## Close Session

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## Adjournment

Motion by Trustee Parry, seconded by Trustee Anderson, to adjourn at 8:39 p.m.

*Voice vote, motion passed unanimously.*

*Respectfully submitted by: Shannon Battersby; Village Clerk*