



# Village of Lily Lake

Regular Board Meeting  
Approved Minutes  
December 18, 2023

## Call to Order

President Diehl called the December 18<sup>th</sup>, 2023 Regular 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 Pam Conn, Trustee Tim Dell, Trustee Mary Ormond, and Trustee Travis Parry.

**Absent:** None

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

**Public/Guests** (signed in and legible): Mae Strobel

## Adoption of the Agenda

Motion by Trustee Parry, seconded by Trustee Dell, to adopt the December 18, 2023 Agenda as presented.

*Voice vote, motion passed unanimously.*

## Approval of the November 20<sup>th</sup>, 2023 Regular Board Meeting Minutes

Motion by Trustee Anderson, seconded by Trustee Conn, to accept the minutes of the November 20, 2023 Regular Board Meeting as presented. Trustee Anderson disagreed with Trustee Butler's "Third" to his motion regarding the placement of a resolution on the December agenda addressing administrative bonuses. He does not recall Trustee Butler making a third and questioned whether or not one was necessary. Trustee Butler did make the third to his motion. Conversation continued on protocol for placing or forcing an agenda item on an agenda. Motion to strike "and thirded by Trustee Butler" was made by Trustee Butler, seconded by Trustee Conn. *Voice vote on the amended minutes, motion passed: 5 aye, 1 abstain.* Minutes recorded as such. Discussion continued with Attorney McTavish stating he wanted to provide clarity for Trustee Anderson and will look into Robert's Rules for the exact process of adding a Resolution to an agenda. President Diehl stated a motion with a second and a 2/3 vote during a meeting to place an item on an upcoming agenda is the procedure that should be followed.

No further comment. *Voice vote, original motion passed: 5 aye, 1 nay.*

## Approval of the November 20, 2023 Executive Session Board Meeting Minutes

Motion by Trustee Conn, seconded by Trustee Dell, to accept the executive minutes of the November 20, 2023 Executive Session Board Meeting as presented.

*Voice vote, motion passed unanimously.*

## Guest and Public Comment

None

## Ordinance 2023-12 Amend Village Code; Public Safety; Video Gaming

Motion by Trustee Parry, seconded by Trustee Anderson, to approve Ordinance 2023-12. President Diehl explained this amendment addressed the Video Gaming terminal registration fee schedule, limits the amount of establishments having video gaming, provides gaming establishment distances, and sets establishments based on terminal net income. It was

noted that some dates and the Ordinance number was incorrect. Motion by Trustee Conn, seconded by Trustee Parry to correct the Ordinance to reflect “December 18, 2023” and “Ordinance 2023-12”. *Voice vote; motion on the amendment passed unanimously.*

No further comment. *Roll call vote; motion on the amended Ordinance passed unanimously.*

---

**Resolution 2023-32 Approve Administrative Bonuses; \$5000 total**

---

Motion by Trustee Parry, seconded by Trustee Dell, to approve Resolution 2023-32.

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

---

**Resolution 2023-33 Approve the 2024 Meeting Schedule**

---

Motion by Trustee Conn, seconded by Trustee Parry, to approve Resolution 2023-33.

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

---

**Approve Bills**

---

Motion by Trustee Dell, seconded by Trustee Butler to approve the Monthly Bills for November/December 2023. Trustee Anderson questioned an invoice for signs; Clerk Heffernan explained the signs will read “No Construction Traffic, use E Sunset Views Dr” to divert cut-thru traffic from using the Village Hall driveway.

*Roll Call vote, motion passed unanimously.*

---

**Old Business**

---

None

---

**New Business**

---

Discussion continued over the correct process for adding items to an agenda. A “third” to a Board Member’s motion may not be required, but a 2/3 vote may be, once the motion has been seconded. An open discussion on a topic for the board’s consideration that is not on the agenda may happen under New or Old Business, but no motions can be made if the topic has not been properly posted for the residents’ consideration. If approved, the topic may be put on the upcoming agenda and posted properly to satisfy the Open Meetings Act. Attorney McTavish will verify or provide the exact information as soon as possible to the Board.

---

**Adjournment**

---

Motion by Trustee Dell, seconded by Trustee Parry to adjourn at 7:28 p.m.

*Voice vote, motion passed unanimously.*

*Respectfully submitted by: Jesse Heffernan; Village Clerk*