

MINUTES
VILLAGE OF ELBURN BOARD OF TRUSTEES
MAY 21, 2018

Board Members Present: President Jeff Walter, Trustees: Ken Anderson, Sue Filek, Bill Grabarek, Dave Gualdoni, Patricia Schuberg, Matt Wilson

Board Members Absent:

Staff Members Present: Village Administrator John Nevenhoven; Finance Director Doug Elder, Village Attorney Britz, Police Chief Nick Sikora; Public Works Supt Phil VanBogaert

Others Present: Residents Wayne Byerhof, LeRoy Herra, Dan Kolzow; Blackberry Township Supervisor Fred Dornback, Elburn Herald Reporter Susan O'Neill

1. Call to Order – Village President Jeff Walter called the meeting to order at 6:45 p.m.
2. Pledge of Allegiance – Trustee Anderson led the assembly in the Pledge of Allegiance.
3. Roll Call – A roll call vote ensued.
4. Public Comment, Awards & Presentations – Parks Commission Chairman Dan Kolzow thanked the Village for their support of the Elliott Family Park playground project. He expressed a special thanks to Public Works Superintendent Phil VanBogaert, Public Works employees and everyone else that came out and helped last weekend.
5. Omnibus Agenda (Omnibus Vote) – All items listed with an asterisk (*) are considered to be routine by the Village Board or were recommended unanimously by the Committee of the Whole and will be enacted by one motion. There will be no separate discussion on these items unless a Board Member or citizen so requests in which event the item will be removed from the Omnibus (Consent) Agenda and considered in its normal sequence on the Agenda.

*Minutes

<i>*Village Board</i>	<i>May 7, 2018</i>
<i>*Committee of the Whole</i>	<i>April 30, 2018</i>

A motion was made by Trustee Wilson and seconded by Trustee Schuberg to approve the Omnibus Agenda. A roll call vote ensued. Ayes: Ken Anderson, Filek, Grabarek, Gualdoni, Schuberg, Wilson. Nays: None. Motion carried.

6. Mayor
 - a. Discuss Participation Ride in Kane – Blackberry Township Supervisor Fred Dornback was present and suggested the Village budget \$3,000 but anticipates only half will be utilized. Billing from the Township will not occur until the September/October timeframe. Although this is not in the budget, there was consensus from the Board for the Village to participate. This will be on a future Board agenda for action. In the meantime, Attorney Britz will review the IGA agreement. The Board asked Dornback to provide an update on participation by Village residents in January 2019.
 - b. Mayor Walter thanked the Parks Commission for organizing the community park build this past weekend. It was truly a community event. He thanked everyone who made donations whether monetarily, food, supplies, labor, etc. The majority of the park is complete and should be finished up and available for public use soon.
 - c. Two applications for the open Planning Commission position have been received. A new Planning Commissioner will be announced at the next Village Board Meeting.
7. Village Attorney – No report

8. Village Clerk – No report

9. Administration

- a. Discuss Strategic Action Plan Update – Village Admin Nevenhoven stated department heads are including a header in memos to the Board indicating which item on the Village's Prioritized Goals Action Plan requested action pertains to or if it is routine business. Nevenhoven highlighted changes/additions made to the plan. Discussion ensued if the sales tax increase initiative should be postponed as STR-1 (CIP) is the lynch pin of everything that will occur in the Village. The CIP will be complete later this calendar year and there was consensus to hold off on the sales tax increase until the spring ballot. Space needs assessment will be post-poned until next fiscal year. Chief Sikora is creating the Emergency Operations Plan in-house with participation from local groups (fire department, etc.).
- b. Discuss and Select a Rebranding Company – Nevenhoven contacted two municipalities who worked with Custom Direct—both of which have full time employees to manage on an ongoing basis. Custom Direct does offer long term engagements to keep the branding fresh, etc. A motion to approve Custom Direct as the marketing company to help with the Village's rebranding was made by Wilson and seconded by Filek. Discussion ensued as to whether or not we are ready to do this at this time. There was consensus with the Board that an inventory of infrastructure, ordinances, etc. should occur first as direction and scope may change when complete. In the meantime, perhaps we work with the ECDC and Chamber to get energy going. A vision and strategic plan as to how/what Elburn will grow would be helpful. Without visioning/rebranding, we can't give clear direction to ECDC but we can ask them to work with us to get a start. We need to get the ball rolling/someone to bring us together including economic planning. Perhaps Custom Direct can give guidance on how we should proceed. Nevenhoven will contact Custom Direct and will report back to the Board. Trustees Wilson and Filek agreed to withdraw their motion and second. There was consensus from the Board that Custom Direct is the firm of choice once we are ready to address branding—perhaps next fiscal year.
- c. Discuss and Approve \$200 Sponsorship of Railside 47 Race – A motion to approve was made by Trustee Anderson and seconded by Trustee Wilson. There was discussion if the Village should make monetary donations considering services the Village "donates" for events. A roll call vote ensued. Ayes: Ken Anderson, Wilson. Nays: Filek, Grabarek, Gualdoni, Schuberg. Motion failed.
- d. Discuss and Approve \$100 Sponsorship of the Chamber Golf Outing – A motion to approve was made by Trustee Anderson and seconded by Trustee Gualdoni. A roll call vote ensued. Ayes: Ken Anderson, Schuberg, Wilson, Mayor Walter. Nays: Filek, Grabarek, Gualdoni. Motion carried.

10. Building and Zoning – No report

11. Finance Department – No report

12. Police Department

- a. Chief Sikora advised storm sirens have been serviced and are ready for the season.
- b. Background checks on two part-time candidates are underway. A part-time officer resignation is expected soon as they anticipate accepting a full time position with another department.
- c. CSOs are working with Building Commissioner Brennan on property maintenance, etc. issues.

13. Public Works Department

- a. Discuss and Approve the Purchase of a Mini Excavator – VanBogaert recommends purchasing the Yanmar from Vermeer for \$45,492.89. Discussion ensued if a combo machine should be purchased instead. VanBogaert believes the Village will eventually have both but prefers the mini excavator as a place to start. A motion to approve purchase of the Yanmar from Vermeer in the amount of \$45,492.89 was made by Trustee Anderson and seconded by Schuberg. A roll call vote ensued. Ayes: Ken Anderson, Filek, Grabarek, Schuberg, Wilson. Nays: Gualdoni. Motion carried.
- b. VanBogaert reported nine applications have been received for the one full time and two part-time positions. Interviews will commence this week.
- c. Hydrant flushing in cooperation with the fire department finished up last week.

- d. Power for the street lights at Hicks and Anderson Roads should be turned on within the next 7-10 days by ComEd.

14. Bills

- a. Approve the Bills List – A motion was made by Trustee Grabarek and seconded by Trustee Wilson to approve the bills for Monday, May 21, 2018 for \$89,367.30. A roll call vote ensued. Ayes: Ken Anderson, Filek, Grabarek, Gualdoni, Schuberg, Wilson. Nays: None. Motion carried.

15. Other Business – Regarding the lift station at the high school, it was inquired if maintenance is truly the Village's responsibility. Perhaps we should review the original agreement from the 1980s to see if cost of repairs is shared with the school district.

16. Executive Session – No executive session held this evening.

17. Adjourn - Trustee Gualdoni motioned to adjourn the meeting at 8:13 p.m. with Trustee Wilson seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,

Diane McQuilkin
Village Clerk