

MINUTES  
VILLAGE OF ELBURN COMMITTEE OF THE WHOLE (COW)  
SEPTEMBER 4, 2018

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

Board Members Absent: Dave Gualdoni

Staff Members Present: Village Administrator John Nevenhoven; Finance Director Doug Elder, Village Attorneys Britz & Bill Thomas, Police Chief Nick Sikora; Building Commissioner Tom Brennan; Public Works Supt Phil VanBogaert; Village Engineer Dave Burroughs

1. Call to Order – Mayor Walter called the meeting to order at 7:19 PM.
2. Roll Call – A roll call vote ensued.
3. Public Comment – None
4. Discussion:
  - a. Discuss Changes to Ordinance 1044.05 Sod Laying and Seeded Lawn Installation Restrictions – Village Admin Nevenhoven stated there has been a couple of inquiries regarding watering newly sodded lawns for new construction. The residents asked for relief from the sewer portion of the bill. This was originally considered by the Board in October 2017 but there was consensus to hold off until this year to see if more inquiries were received. Section F of the ordinance prohibits installation of new sod from August 1 to September 30. Currently, a one-time irrigation/sod permit (which is included in a building permit) is \$25. Discussion ensued as to other options and how surrounding communities handle. While a stabilized lawn is required for a Certificate of Occupancy (CO) to be issued, a temporary CO can be issued during winter months. The Village does not require sod—seeding and seed blankets are other options. A cost increase of the sod permit with a standardized credit would be easier for staff to manage and discourage over-watering. There was consensus to raise the fee within the building permit and issue a partial refund. Nevenhoven will draft an amended ordinance and bring it back to the Board at their next meeting. It was suggested to raise the fee to \$200 with a \$175 rebate.
  - b. Discuss Changes to Ordinance 804.04 Classification of Licenses – Class “T” Tasting – Nevenhoven revised the ordinance per discussion at a previous meeting. A motion to approve and place on the next Village Board consent agenda was made by Grabarek and seconded by Schuberg. A roll call vote ensued. Ayes: Ken Anderson, Filek, Grabarek, Schuberg, Wilson. Nays: None. Motion carried.
  - c. Discuss Appraisal for Village Owned Property – Per Board direction at the previous meeting, Staff has researched and it will cost \$1,200 to appraise the property—which is not budgeted. The subject parcel is located south of the current Public Works building. Public Works is almost out of room and there is no possibility to expand at the current site. The property across the street may be a good location for expansion since another site has not been identified for expanded Public Works. Expansion of Public Works most likely will be sooner rather than later. When asked if storage is possible at the WWTP, VanBogaert said no. We need to determine if we want separate Public Works facilities or keep together on one site. As Elburn grows, the current location will be less centrally located. The Police Department is undergoing a space needs assessment—can the same company help us do the same for Public Works? If Elburn’s population is projected to be 18,000 in 18 years, how large should the Public Works Department be and where should it be located? There was consensus from the Board to put this into the CIP so the Board can set priorities. There are too many unknowns at this time to sell the parcel. There was consensus to hold off until the CIP reveals what direction to take.

5. Other Business – None.

6. Adjourn – Trustee Schuberg moved to adjourn the meeting at 8:03 p.m. The motion was seconded by Trustee Wilson and passed by a unanimous voice vote.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Diane McQuilkin". The signature is fluid and cursive, with a horizontal line extending from the end.

Diane McQuilkin  
Village Clerk