

MINUTES
VILLAGE OF ELBURN BOARD OF TRUSTEES
SEPTEMBER 17, 2018

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

Board Members Absent: Sue Filek

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

Others Present: Residents LeRoy Herra, Pete LaSalle, Cindy & Jeffrey Rodstrom; Elburn Herald Reporter Susan O'Neill; Insurance broker Dave Frolicstein; Student Luke Lonigro; new police officer Justin Douglas & family; Bert Veldhuizen

1. Call to Order – Village President Jeff Walter called the meeting to order at 6:45 p.m.
2. Pledge of Allegiance – Trustee Grabarek led the assembly in the Pledge of Allegiance.
3. Roll Call – A roll call vote ensued.
4. Public Comment, Awards & Presentations – Resident Pete LaSalle (1311 Spalding Ave) has had some issues with an adjacent lot to his home and distributed photos to the Board. He asked that heavy equipment not be allowed to park next to his house (within 15') and stated he had to place five phone calls to get the weeds cut on the dirt hill. He feels the property is a health hazard and asked if the Village could grade approximately 25' of the hill and seed it to stabilize the dust. Mayor Walter explained this is the last year builders will be allowed to take dirt from the hill. The Village will not grade and seed the hill this fall because planning/development for the proposed park will begin next spring. Public Works Supt VanBogaert stated as long as equipment is off the easement and not a hazard, the vehicles are not parked illegally—it is a construction site. When asked if contractors could park their equipment closer to the hill or in back of the hill, VanBogaert explained why it is not always a good idea to park equipment remotely in the event of rain or due to vandalism.
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

- * *Village Board* *September 4, 2018*
- * *Committee of the Whole* *September 4, 2018*
- * *Ordinance 2018-25 Amending Section 804.04 - Tasting License*

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

6. Mayor
 - a. Swear-in Part-Time Police Officer Justin Douglas – Mayor Walter performed the swearing of oath for new part-time police officer Justin Douglas. Chief Sikora provided a brief background and Mr. Douglas thanked the Board for the opportunity.
 - b. Discuss Climate Mayors – Mayor Walter stated he was approached by this group of nationwide mayors who want to be proactive and work on energy efficiency issues. There is no charge to become a member. When asked if this membership would require staff time, Mayor Walter

stated we do not anticipate any. Being there is no financial or staff time requirement, there was consensus from the Board to join. Mayor Walter will respond to the inquiry via email.

- c. Mayor Walter attended the Chamber of Commerce meeting recently. The annual Christmas Stroll will be held on Saturday, November 24.
- d. Update on Veterans Park – Village Admin Nevenhoven reported the west wall is almost complete and is almost fully paid for. It is scheduled to be completed for Veterans Day. The donors' plaque will be installed after Veterans Day—for a \$250 donation, anyone can have a name included on the plaque.

7. Village Attorney – No report

8. Village Clerk – No report

9. Administration

- a. Discuss and Approve Ordinance 2018-26 Amending Section 1044.05 "Sod Laying and Seeded Lawn Installation" – The Village Board previously questioned how other communities handle this issue. A quick survey showed they don't—however; some communities are more proactive and aggressive to ensure homeowners are aware there is no discount. Regardless of action taken this evening, the Village of Elburn will continue to provide watering information to new customers. The ordinance in the packet this evening has been marked up per discussion at the last meeting. A motion to approve Ordinance 2018-26 Amending Section 1044.05 "Sod Laying and Seeded Lawn Installation" was made by Gualdoni and seconded by Grabarek. Discussion ensued and it was suggested if water is pumped, it should be treated due to all of the chemicals it contains. Policing sprinkling conformance and fertilizer is a concern. If the revised ordinance is approved, the rebate would be automatic and would serve as an incentive to not over-water lawns. After further discussion, it does not appear there is an efficient method to manage this without utilizing a lot of staff time however, homeowners should be educated. A roll call vote ensued. Ayes: None. Nays: Anderson, Grabarek, Gualdoni, Schuberg, Wilson. Motion failed.
- b. Discuss and Approve Change Order 8 and 9 for the Village Hall Expansion – Nevenhoven explained the change orders related to the new fire panel. A motion to approve Change Order 8 was made by Schuberg and seconded by Wilson. A roll call vote ensued. Ayes: Anderson, Grabarek, Gualdoni, Schuberg, Wilson. Nays: None. Motion carried. A motion to approve Change Order 9 was made by Schuberg and seconded by Wilson. A roll call vote ensued. Ayes: Anderson, Grabarek, Gualdoni, Schuberg, Wilson. Nays: None. Motion carried.

10. Building and Zoning

- a. Discuss and Approve Ordinance 2018-27 A Sign Variance for 1 S First Street – Building Commissioner Brennan stated the Village Planning Commission recommended approval of the request by a 5-1 vote. The property is located within the downtown sign district and is zoned CM. The variance is to allow a 32 square-foot internally illuminated wall sign from a national brand (NAPA). A motion to approve the variance was made by Gualdoni and seconded by Wilson. When asked about the national brand requirement, petitioner Bert Veldhuizen stated NAPA has several levels of branding—this one is the least noticeable option. It does have to be internally lit per NAPAs branding. There was discussion of limiting hours the sign is turned on in order to not disrupt residents during overnight hours. Veldhuizen stated his hours of operation is 7am-5pm and customers often drop off vehicles after hours—he would like to leave the sign illuminated beyond his hours of operation and is willing to compromise. Veldhuizen continued there currently are security lights on the building that are on all night—even with the security lights, the building is somewhat dark. One of the security lights will be removed and the proposed sign will be put in its place. Trustee Grabarek stated concern if allowed, will it allow others within the downtown district to make the same request. Village Attorney Britz stated this would not set a precedent as anyone who petitions for a variance would have to prove their hardship. After further discussion, Trustees Gualdoni and Wilson agreed to amend their motion to include that the internally lit sign will be turned off at 10:00pm. There was consensus from the Board that the Downtown District Sign Ordinance should be further discussed at a future COW. A roll call vote ensued. Ayes: Anderson, Grabarek, Gualdoni, Schuberg, Wilson. Nays: None. Motion carried.

11. Finance Department

- a. Discuss and Approve the Treasurer's Report Ending August 2018 – Elder stated the report is not ready and will be presented at a future meeting.
- b. Discuss and Approve the Revenue and Expenditure Report for the Fiscal Year Ending August 2018 – Elder presented the report. August is the fourth month of the fiscal year. Expenditures are in good shape and revenues are on track. A motion to approve the report was made by Schuberg and seconded by Gualdoni. A roll call vote ensued. Ayes: Anderson, Grabarek, Gualdoni, Schuberg, Wilson. Nays: None. Motion carried.
- c. Discuss and Approve the Health and Dental Care Insurance with Blue Cross/Blue Shield – Elder stated the renewal rate this year is very favorable. Insurance broker Dave Frolicstein, who has managed the Village's plans for a number of years, was introduced. Frolicstein highlighted the plans and stated he is always open to phone calls and questions from the Board and employees. A motion to approve was made by Wilson and seconded by Gualdoni. A roll call vote ensued. Ayes: Anderson, Grabarek, Gualdoni, Schuberg, Wilson. Nays: None. Motion carried.

12. Police Department

- a. Chief Sikora reported a new part-time officer (who was sworn in earlier this evening) will start with the department tomorrow.
- b. The new squad car has been picked up and will now be outfitted with remaining equipment.
- c. Chief Sikora issued a press release regarding an incident that occurred on Saturday. We are awaiting autopsy and toxicology reports.

13. Public Works Department

- a. Discuss and Approve Ordinance 2018-23 Vacating and Abrogating Certain Easements in the South Street Business Park – A motion to approve was made by Anderson and seconded by Wilson. The following discussion ensued. Public Works Supt VanBogaert explained this is the vacation of two sewer easements installed by the Elburn Packing Plant many years ago—which more recently served as storm sewer. With the new storm drainage system installed by Frasz, there is no longer a need for these easements. The redirected storm sewer lines will be connected into infrastructure that is being installed now. The swale at the corner of South and Thryselius has had trees and overgrowth removed but still needs to be excavated. These efforts will improve drainage throughout the area. A roll call vote ensued. Ayes: Anderson, Grabarek, Gualdoni, Schuberg, Wilson. Nays: None. Motion carried.
- b. Discuss and Approve the Final Payout for the 2017 MFT in the Amount of \$12,571.20 – A motion to approve was made by Anderson and seconded by Grabarek. A roll call vote ensued. Ayes: Anderson, Grabarek, Gualdoni, Schuberg, Wilson. Nays: None. Motion carried.
- c. Discuss and Approve a Contract with Engineering Enterprises, Inc. for the Rehabilitation of Well #4 in the Amount of \$26,763.00 – A motion to approve was made by Anderson and seconded by Gualdoni. VanBogaert suggested the Village may want to consider a PSA directly with Layne Christensen for this rehab. Layne is the only local certified and authorized company to work on Byron Jackson pumps. A service agreement would negate the need to go out for bid and would save the Village \$26,000 in engineering fees which is approximately 17% of the anticipated rehab cost. Trustee Wilson has had PSAs with Layne (as have other municipalities) which prevents lowball bids from companies that are not certified who end up charging additional fees and taking longer to complete the job. Layne most likely will handle the entire process including communications with the IEPA. If EEI were to manage the process, we would essentially be spending \$26K to save \$10K. A roll call vote ensued. Ayes: None. Nays: Anderson, Grabarek, Gualdoni, Schuberg, Wilson. Motion failed.
- d. VanBogaert reported the downtown sidewalk project is moving along and highlighted some of the progress and issues. Per direction of the Board at the last meeting, VanBogaert gave a timeline and cost for sidewalk tree grates. The cost would be approximately \$15,300 for 6'x4' grates with a 2-3 week delivery (if available)—this does not include excavating and installation of dirt. It was questioned if business owners have approved placement of the trees—it is possible the trees could block business fronts. Mayor Walter said this was discussed at the Chamber of Commerce meeting and there was positive input from the business owners. Some municipalities east of Elburn are choosing to remove their sidewalk trees and replace them with sidewalk. On the east side of Route 47 with the AT&T duct bank, there will be 19" for growing medium—it was previously discussed that a minimum of 24" would be required for the root system. If we move

forward, there was concern this might end up being a very expensive experiment. We have not yet consulted with Morton Arboretum on this. There was consensus from the Board to call Morton Arboretum. If they believe sidewalk trees are plausible, the Village will move forward with the program. If not, sidewalk trees will be eliminated. VanBogaert will contact Morton Arboretum tomorrow to find out if it is feasible and if yes, what species tree would be the best option. Sidewalk trees will cost close to \$20K—how does this fit in with the project cost? VanBogaert stated a larger lead issue has been uncovered with the downtown project than initially thought and could be a cost issue. If Morton Arboretum thinks sidewalk trees will work, we need to determine how it will impact the project cost. If we get a negative report from Morton, will we do shrubbery instead? It was mentioned shrubbery or an elevated box would be a trip hazard. Another option is hanging baskets and the Chamber of Commerce is willing to help with the watering.

- e. VanBogaert said delivery of street light poles for downtown is eight weeks out. This conflicts with a recent report from EEI. VanBogaert will check on the status of the light poles and will report back to the Board.
- f. When asked about the status of the Village's road salt, VanBogaert said we have not heard back from the State as of yet.

14. Bills

- a. Approve the Bills List – A motion was made by Trustee Grabarek and seconded by Trustee Schuberg to approve the bills for Monday, September 17, 2018 for \$182,255.78. A roll call vote ensued. Ayes: Ken Anderson, Grabarek, Gualdoni, Schuberg, Wilson. Nays: None. Motion carried.

15. Executive Session – No executive session was held.

16. Other Business – Cindy Rodstrom received a \$513 water bill this month and she was told she must petition the Board for relief. Mrs. Rodstrom said the bill is outrageous and has no explanation for it and feels there was a billing error. Other than their granddaughter briefly playing in the sprinkler, there are only two people living in the home which doesn't warrant such a high bill. A Public Works employee came out and checked for leaks and re-read the meter. Nevenhoven stated if the Rodstrom's are certain they have checked everything inside their house, including dye testing their toilets, the next step is to change out the water meter and have it tested by a third party. Mr. Rodstrom stated the toilets are not an issue—they are new with low water usage. The cost to test the meter is \$35-\$50 and if it comes back accurate, the Rodstrom's will be responsible for paying the fee. The Rodstrom's will work with Nevenhoven on next steps.

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

Respectfully Submitted,



Diane McQuilkin
Village Clerk