

MINUTES
VILLAGE OF ELBURN BOARD OF TRUSTEES
JULY 15, 2019

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

Board Members Absent:

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

Others Present: Residents LeRoy Herra, Blackberry Township reps Esther Steel & Harley Veldhuizen, 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 Schuberg led the assembly in the Pledge of Allegiance.
3. Roll Call – A roll call ensued.
4. Public Comment, Awards & Presentations – None
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>July 1, 2019</i>
<i>*Committee of the Whole</i>	<i>July 1, 2019</i>

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

6. Mayor
 - a. Amma Proclamation – Mayor Walter read aloud a proclamation naming July 7-13, 2019 as Amma week in the Village of Elburn.
 - b. Village representatives met with the Kaneland homecoming committee. The parade is in Elburn this year on October 5, 2019 (Wednesday) at 6:00PM. It will follow Third Street to Prairie Valley and end at John Stewart Elementary. The Board was invited to participate in the parade – if anyone is interested, let the Mayor know.
7. Village Attorney – No report. Mayor Walter read aloud a proclamation recognizing Village Attorney Bob Britz who is retiring July 31, 2019 after 35 years of serving the Village.
8. Village Clerk – No report
9. Administration
 - a. Discuss and Approve Resolution 2019-09 Approving an Intergovernmental Agreement with Blackberry Township for Elburn Station Park Donation – Village Admin Nevenhoven stated this was first considered at the July 1 COW. Since then Blackberry Township has approved the agreement. A motion to approve Resolution 2019-09 Approving an Intergovernmental Agreement with Blackberry Township for Elburn Station Park Donation was made by Schuberg and

seconded by Filek. The agreement will stay in place until one of the parties terminates. The Board thanked Blackberry Township for participating with the Village. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.

- b. Discuss and Approve Ordinance 2019-15 Amending Section 804.04 Number of Liquor Licenses – Class B-2 Liquor Licenses – Class B-2 Liquor License for 213 Main St, Mobile Gas Station – Nevenhoven stated this was previously reviewed by the Board and will be our first B-2 liquor license. A motion to approve Ordinance 2019-15 Amending Section 804.04 Number of Liquor Licenses – Class B-2 Liquor Licenses was made by Grabarek and seconded by Wilson. It was noted that “tastings” had not been removed from the ordinance. Trustees Grabarek and Wilson agreed to revise their motion to approve minus “tastings.” Nevenhoven will revise the ordinance and omit “tastings.” A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.
- c. Discuss and Approve a Contract with Kon Savoy Consulting for the Comprehensive Plan Update, \$27,000 – Nevenhoven said this was previously discussed by the Board. Rather than include the downtown development plan at this time, the consultants recommended doing the downtown as a standalone. Only \$7,500 was budgeted this fiscal year, but will use some funds from the pedestrian bridge account to make up the difference. A motion to approve a contract with Kon Savoy Consulting for the Comprehensive Plan Update in the amount of \$27,000 was made by Schuberg and seconded by Wilson. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.
- d. COW Fifth Monday – There was consensus from the Board to hold a COW on July 29, 2019. One item for discussion will be the downtown business district. Some discussion points as well as a copy of the current plan will be sent to the Board in advance for their review.

10. Building and Zoning – No report

11. Finance Department

- a. Discuss the Treasurers Report Ending June 30, 2019 – Finance Director Elder presented the report. Elder stated the Village’s investment policy is out of date. Elder will update and bring back to the Board for their review.
- b. Discuss the Revenue and Expenditure Report Ending June 30, 2019 – Elder presented the report.
- c. Elder advised we have a new application (BS&A Online) available now which allows residents to pay their water bill and view their account history online. Some are already using it and they seem to like it. Any announcements printed on the water bills is also displayed in the app.

12. Police Department

- a. Discuss and Approve Recommendations for Police Staffing – Deputy Chief Schlachta presented in the absence of Chief Sikora. As directed by the Board, Sikora and Schlachta cut bits and pieces from the Police Department budget that would not affect the officers for a total of \$13K. Eliminating the space needs analysis would free up another \$22K but staff does not recommend this cut. With budget cuts and the decrease in part-time salaries, the estimated cost for the additional full time officer will be approximately \$85K for the remainder of this fiscal year. Schlachta stated the men and women in the department have really stepped up by covering extra shifts and doing whatever it takes to keep Elburn safe even if it means being apart from their families. Due to difficulty hiring part-timers, overtime costs have gone up. Hiring another full time officer will provide staffing consistency and keep staff safer by preventing burnout, illness, etc. Police protection is a priority of Village residents. Trustee Anderson stated he would rather spend funds on keeping our streets safe vs. building another park in Elburn Station. There was consensus from the Board to authorize a budget amendment and the Police Commission to approve the hire of the next candidate on the eligibility list. There was also consensus to push the police department space needs assessment to next fiscal year in order to allow the use of the funds for this unplanned expense. Elder will work on budget amendments and bring back to the Board for their review at the next meeting.

13. Public Works Department – Public Works Supt. Van Bogaert provided the following updates:

- a. South Street Project – The paving project is underway and the contractor would like permission to start work at 4:30am on Wednesday. There will be some road closures residents will have to

detour around. There was consensus from the Board to allow the early morning start and staff was directed to deliver notification (on Village letterhead) to nearby residents in advance. The paving work should be finished by Friday. There will be some finish work (aggregate shoulders) that will be done after paving is completed.

- b. First Street Parking Lot – The contractor will begin paving after Elburn Days. Public Works will complete the storm sewer work in advance. The lot will be available for use during Elburn Days. Mayor Walter suggested contacting Pound4Pound, who will be installing a basketball court on the lot, in advance to see if they have any needs.
- c. With two recent resignations, offers will be made for the hire of two Public Works laborers.
- d. A new driveway was installed at the WWTP. The new rotor has arrived and should be repaired by end of the month.
- e. Mayor Walter received a compliment for Public Works from a resident saying the town is looking very nice.

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, July 15, 2019 for \$208,487.93. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondy, Schuberg, Wilson. Nays: None. Motion carried.

15. Other Business – Mayor Walter said the Blackberry Creek HOA has tabled the Village's offer to swap land for the Anderson Road Extension. The Board may want to consider the path of eminent domain to get this moving along so deadlines are met. Attorney Thomas will begin work on same.

16. Adjourn - Trustee Filek motioned to adjourn the meeting at 7:50 p.m. with Trustee Mondy seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin
Village Clerk