

MINUTES  
VILLAGE OF ELBURN BOARD OF TRUSTEES  
NOVEMBER 18, 2019

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

Board Members Absent: Ken Anderson

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

Others Present: Residents LeRoy Herra, Chuck Urbasek, Bruce Aderman, Elburn Herald Reporter Susan O'Neill; Community Foundation of the Fox River Valley reps Julie Christman (VP of Community Involvement & Partnerships) & Lulu Blacksmith (Board Member)

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 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

*\*Village Board*

*November 4, 2019*

*\*Committee of the Whole*

*November 4, 2019*

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

6. Mayor – Mayor Walter reported on the following:
  - a. Thank you cards were received from Bob Edwards and Metra West.
  - b. A letter was received from the Girl Scouts that cookies will be for sale January 8 thru February 2, 2020 with delivery at the end of February thru March.
  - c. An email was received from Representative Oberweis regarding potential initiative grant money earmarked for Elburn for a vehicle charging station and park funds.
  - d. Training classes for Census 2020 will be on December 11 from 1:30-3:30pm at the Kane County Government Center. The Census starts April 1, 2020.
  - e. Mayor Walter and Village Admin John Nevenhoven met with the Community Foundation of the Fox River Valley (CCFRV) recently. Julie Christman from the organization was present and gave a presentation to the Board on their history (started in 1948) and initiatives. This is a philanthropic organization and provides an avenue for anyone who wishes to give back to their community. The Community Initiatives effort connects donors to projects aimed at enhancing quality of life. CCFRV is now partnering with municipalities to help fill their philanthropic goals. If Elburn joins the partnership, a profile page would be added to the CCFRV website and then the Village would determine projects. Most funds are pass thru and there is no charge as long as it is invested but there is a small fee (1% total) if overseen by different managers. Discussion ensued



regarding various scenarios, the oversight process and the role CCRFV would fill. Mayor Walter suggested this be on a future COW agenda so the Board can discuss if/how we want to proceed.

7. Village Attorney – No report
8. Village Clerk – No report
9. Administration – No report
10. Building and Zoning – No report
11. Finance Department
  - a. Discuss the Treasurers Report Ending 10/31/2019 – Finance Director Elder presented the report.
  - b. Discuss the Revenue and Expenditure Report Ending 10/31/2019 – Elder presented the report. We have received the last distribution of property tax funds for this fiscal year. A budget revision of the current year's budget will come to the Board in December. There was a question regarding revenue from gaming income which has already exceeded projections. Distribution of the revenue (50/50 between recreation and general funds) occurs as a transfer at the end of the fiscal year.
  - c. Discuss and Approve COLA and Performance Rates – Elder advised this discussion is for non-union personnel. The CPI raise will be 1.8% this year (a few basis points different than last year) and the performance component (which is supervisor discretion) will be the same as last year. Discussion ensued to allow for a raise range vs. a set amount—which is typical in corporate America. Based on the overall employee performance, the total annual increase could be “up to” the COLA rate plus the performance rating. Since Public Works is no longer union, it was suggested scales allowing additional compensation when licensing or certification is attained be instituted. A motion to approve the proposed COLA for this year and change the Performance Component to “up to” the various percentages was made by Grabarek and seconded by Wilson. A roll call vote ensued. Ayes: Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.
  - d. Discuss and Approve the Capital Improvement Plan – Elder presented and stated other than some minor verbiage changes, it is what the Board previously reviewed. A roll call vote ensued. Ayes: Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.
12. Police Department – Chief Sikora reported on the following:
  - a. A conditional job offer was extended to the CSO candidate today and hope to have them onboard early next month.
  - b. Four backgrounds have been completed on full-time officer candidates and will be presented to the Police Commission later this week. A conditional job offer for a new full-time officer should be extended later this week. The plan is to have the new hire onboard in December in order to start police academy training on January 7, 2019.
13. Public Works Department – Public Works Supt VanBogaert gave the following updates:
  - a. Tentinger Landscaping is in the process of planting 33 new parkway trees.
  - b. All ClearLane enhanced salt has been delivered to Public Works.
  - c. A new Public Works laborer is starting on December 2.
  - d. The pump at Well 5 should be reinstalled the first or second week of December.
  - e. It was inquired if the new Snow Policy helped with the cleanup of last week's snowfall and/or if adjustments need to be made. VanBogaert explained with Bob Edwards' retirement and this being the first time plowing for two new employees and new routes and vehicles for the seasoned employees, he is not ready to make judgment at this time. In addition, we are still down one employee. This was a difficult snow in that the temperatures ranged from the 30s down to single digits creating slippery conditions. At 35 degrees, the bridge deck is freezing and needs extra attention. With the first snowfall, just as drivers need to re-learn how to drive in the snow, our plow drivers need to become re-acclimated.

14. Bills

- a. Approve the Bills List – A motion was made by Trustee Grabarek and seconded by Trustee Filek to approve the bills for Monday, November 18, 2019 for \$158,268.84. A roll call vote ensued. Ayes: Filek, Grabarek, Mondì, Schuberg, Wilson. Nays: None. Motion carried.

15. Other Business – None.

16. Adjourn - Trustee Mondì motioned to adjourn the meeting at 7:36 p.m. with Trustee Grabarek seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin  
Village Clerk