

MINUTES  
VILLAGE OF ELBURN BOARD OF TRUSTEES  
DECEMBER 2, 2019

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

Board Members Absent:

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, Bill Myers, Monsoor Ali, Chuck Urbasek, Jerry Schmidt; 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 Mondl led the assembly in the Pledge of Allegiance.
3. Roll Call – A roll call ensued.
4. Conduct the Truth in Taxation Public Hearing for the 2019 Village of Elburn Property Tax Levy – At 6:46pm, a motion was made by Trustee Grabarek and seconded by Trustee Schuberg to open the public hearing. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondl, Schuberg, Wilson. Nays: None. Motion carried. Finance Director Elder announced this hearing is being held as required by the Truth in Taxation Act. Notice of this hearing was published in the November 21, 2019, edition of the Kane County Chronicle and on the Village website. Elder gave a short presentation on the levy which is the same as last year (\$1,000,500). Elder explained the levy is what the Village "asks" for and the "extension" is what is received by the Village. Typically, the extension is less than the levy request. Regarding the example Elder gave on the \$150K home, resident Bill Myers challenged that as home values increase, so does the amount of levy paid by the homeowner. Being no further questions or discussion, a motion to close the hearing was made by Grabarek and seconded by Schuberg. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondl, Schuberg, Wilson. Nays: None. Motion carried.
5. Conduct the Truth in Taxation Public Hearing for the 2019 Village of Elburn SSA #1 Tax Levy – At 6:55pm, a motion to open the public hearing was made by Schuberg and seconded by Wilson. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondl, Schuberg, Wilson. Nays: None. Motion carried. Elder stated this is for the Prairie Valley area on the north side of town (essentially Campton Township). Elder gave a brief presentation showing the details for this SSA. Unlike the "village," this is the only revenue source for the SSA and in most instances, the extension equals the levy. Being no further questions or discussion, a motion to close the hearing was made by Schuberg and seconded by Mondl. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondl, Schuberg, Wilson. Nays: None. Motion carried.
6. Conduct the Truth in Taxation Public Hearing for the 2019 Village of Elburn SSA #2 Tax Levy – A motion was made at 7:00pm by Schuberg and seconded by Filek to open the public hearing. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondl, Schuberg, Wilson. Nays: None. Motion carried. Finance Director Elder gave a brief presentation on the details for this SSA which is for the Blackberry Creek Subdivision. Elburn Herald reporter Susan O'Neil inquired about the EAV increase and why the proposed increase for this SSA. Elder stated the levy itself is going to go up at a larger percent than the growth has been in this SSA. In addition, Public Works Superintendent VanBogaert explained there is a large amount of maintenance work that occurs in Blackberry Creek related to the silting in of ponds, storm sewer maintenance, tree removal, etc. Resident Bill Myers asked if SSA funds go into the Village's general fund. Village Admin Nevenhoven replied no, SSA funds remain in

their own account and are spent only on specific items within the particular SSA. Nevenhoven added everything that goes down storm sewers drains into the ponds, accumulates over time, sinks to the bottom and needs to be removed. VanBogaert said there is much more than just ponds that require maintenance in Blackberry Creek. Some maintenance items do not have to be completed annually—every 2 or 3 years is sufficient. Resident Monsoor Ali from Blackberry Creek stated he is a new resident and inquired what SSA funds are used for. He received an extremely large water bill recently and inquired if it is used for SSA maintenance. Elder replied no, water and sewer bills are used for the treatment of water and wastewater—what we are talking about this evening is related to maintenance of SSA property. Nevenhoven suggested Mr. Ali contact Village Hall regarding questions with his water/sewer bill. Being no further questions or discussion, a motion to close the hearing was made by Schuberg and seconded by Mondy. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondy, Schuberg, Wilson. Nays: None. Motion carried.

7. Conduct the Truth in Taxation Public Hearing for the 2019 Village of Elburn SSA #6 Tax Levy – A motion was made at 7:12pm by Schuberg and seconded by Wilson to open the public hearing. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondy, Schuberg, Wilson. Nays: None. Motion carried. Elder stated this SSA is for Elburn Station. This is the highest growth area in the Village of Elburn right now. By ordinance, SSA funds must be used for any or all items included on the list within the respective ordinance. Reporter Susan O’Neil asked the EAV went down and then back up. Elder stated many expenses have been covered by the developer and responsibility will transition over to the Village. Being no further questions or discussion, a motion to close the hearing was made by Grabarek and seconded by Filek. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondy, Schuberg, Wilson. Nays: None. Motion carried.
8. Public Comment, Awards & Presentations – Resident Jerry Schmidt thanked and commended the Mayor, the Board of Trustees and Village staff for some projects that were completed this calendar year—namely, the Anderson Road guardrails, the parking lot at First and North Streets, washing of the Blackberry Creek water tower and planting of parkway trees.
9. 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 18, 2019*

*\*Committee of the Whole*

*November 18, 2019*

*\*Approve 2020 Meeting Calendar*

*\*Ordinance 2019-29 Amending Section 874 – Solicitors*

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

10. Mayor

- a. Mayor Walter met with the Blackberry and Campton Township Supervisors regarding the Ride in Kane initiative. The Village approved funds payable to Blackberry Township for this initiative which includes only Blackberry Township residents. However, the previous supervisor did not transition the project to the current supervisor and board and the Township will not accept the budgeted funds from the Village. Mayor Walter inquired if the Board would like to consider taking over management of the program. It would involve coordinating rides with Pace, etc. This would encompass the entire Village of Elburn only including Blackberry and Campton Townships. There was consensus from the Board to gather more information (i.e., how many participants/rides) and potential burden on Village staff before making a decision. Nevenhoven will conduct research and report back to the Board.
- b. The Village has received two inquiries for cannabis retail in town.

11. Village Attorney – Village Attorney Thomas advised his law office has formally moved to 8 S Main Street, Suite C in Elburn (across the hall from CPA Mike Greenen). Regarding the Anderson Road extension project, Thomas reported we have received the donation letter signed by the Blackberry Creek HOA and it has been forwarded to IDOT along with other documents and will eventually be recorded. Pre-complaint steps for the other acquisition thru the defunct Chicago Land Trust are complete and we should be able to move forward with the acquisition.
12. Village Clerk – No report
13. Administration
  - a. Nevenhoven advised annual review of the Village's personnel policy manual will proceed when an opinion regarding cannabis use outside of work is received from the Village attorney. A position paper/guidance is expected.
14. Building and Zoning
  - a. Building Commissioner Brennan reported it is "temporary certificate of occupancy season." Between now and May, there will be a lot of escrow fund growth because of bond money required for exterior projects that cannot be completed during the winter.
15. Finance Department – Finance Director Elder facilitated the following:
  - a. Approve an Ordinance 2019-22 Tax Levy for Village of Elburn – A motion to approve was made by Grabarek and seconded by Schuberg. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Schuberg, Wilson. Nays: Mond. Motion carried.
  - b. Approve an Ordinance 2019-2 Tax Levy for Special Service Area #2 – A motion to approve was made by Schuberg and seconded by Grabarek. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Schuberg, Wilson. Nays: Mond. Motion carried.
  - c. Approve an Ordinance 2019-2 Tax Levy for Special Service Area #3 – Elder stated SSAs 3, 4 and 5 have a levy of \$0 but we approve it regardless. A motion to approve 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. Approve an Ordinance 2019-2 Tax Levy for Special Service Area #4 – A motion to approve was made by Schuberg and seconded by Wilson. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.
  - e. Approve an Ordinance 2019-2 Tax Levy for Special Service Area #5 – A motion to approve was made by Schuberg and seconded by Wilson. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.
  - f. Approve an Ordinance 2019-2 Tax Levy for Special Service Area #6 – A motion to approve was made by Schuberg and seconded by Filek. Trustee Anderson said he wants everyone to understand that SSAs are an important part of allowing residents to ensure resources are used for improvements in their particular area. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Schuberg, Wilson. Nays: Mond. Motion carried.
16. Police Department – Chief Sikora reported on the following:
  - a. The Board of Police Commissioners will meet on Wednesday, December 4, at 7:00pm to extend a final offer to a new un-certified police officer candidate. If approved, the new officer will be sworn in at the December 16 Village Board meeting and participate in the police academy physical agility test on December 17. If the candidate passes the physical agility, he will attend police academy training beginning January 6, 2020.
  - b. A final job offer for the part-time CSO candidate has been extended and accepted and will start work in one week.
  - c. Full-time officer Milner is attending a two-week transition course. Since he was certified as a part-time officer, this training is mandated by the State in order for him to be a full-time officer.
  - d. The Police Department will be taking on an unpaid college intern—there will be no charge to the Village. The intern is a student at Western Illinois University with a criminal justice major. The candidate is also a military reserve and has been activated. The university is allowing the candidate to complete the internship early due to the upcoming deployment. Doing so will prevent the candidate from falling another semester behind in college. The internship involves a lot of observation (ride-alongs, observe records clerks, States Attorney's Office, Circuit Clerk,

County jail, etc.). The intern will also help work on department projects including finalize the emergency operations plan and institute a citizen's police academy alumni course.

17. Public Works Department

- a. Discuss and Approve Payment 1 to Builders Asphalt - \$121,066.67 – VanBogaert stated this is for the 2019 Streets Program work. A retention fee will be withheld in order to observe how the work holds up. A motion to approve was made by Schuberg and seconded by Wilson. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.
- b. Discuss and Approve Payment 3 (Final) to Builders Asphalt - \$27,033.03 – VanBogaert presented. A motion to approve was made by Schuberg and seconded by Mond. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.
- c. VanBogaert reported the pump for Well 5 is in the process of being reinstalled and hope to have it back online late next week.
- d. Two broken/missing street lights were put back up today (one on Cambridge and one on Willow).
- e. All but two of the 33 fall parkway trees have been planted.
- f. The street light at Blackberry Creek Drive and Griffith has been repaired. The electric line was cut due to a private fence installation.

18. Bills

- a. Approve the Bills List – A motion was made by Trustee Grabarek and seconded by Trustee Schuberg to approve the bills for Monday, December 2, 2019 for \$271,569.77. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.

19. Other Business – None

20. Adjourn - Trustee Mond motioned to adjourn the meeting at 7:42pm p.m. with Trustee Grabarek seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin  
Village Clerk