

MINUTES
VILLAGE OF ELBURN COMMITTEE OF THE WHOLE (COW)
JANUARY 6, 2020

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

Board Members Absent:

Staff Members Present: Village Administrator John Nevenhoven; Finance Director Doug Elder, Village Attorney Ryan Morton, Police Chief Nick Sikora; Building Commissioner Tom Brennan; Public Works Supt Phil VanBogaert; Village Engineers Dave Burroughs & Julie Morrison

Others Present: Resident LeRoy Herra, Elburn Herald Reporter Susan O'Neill; Sandy Kaczmarek; Bruce Aderman

1. Call to Order – Mayor Walter called the meeting to order at 7:21 PM.
2. Roll Call – A roll call ensued.
3. Public Comment – None
4. Discussion:
 - a. Discuss FY21 Administration Budget – Village Admin Nevenhoven presented the budget and said it is a work in progress—he is still working on getting numbers together for some of the items such as:
 - New sign at Village Hall with full color LED scrolling messages.
 - RTA/Metra Grant – For a downtown development plan as well as tying Elburn Station, the TOD and Metra parking lot together. The final word on this should be available by the end of February.
 - Adhoc Historical Committee – Trustee Grabarek requested \$5,000 plus the \$1,500 that was not used this past year. Grabarek gave a summary of what has occurred thusfar for this initiative which is focusing mainly on the NW quadrant of town. Regular meetings are now occurring and a rough draft of an ordinance will be sent to Ottosen Law for review.
 - ECDC Full-Time Director – Mayor Walter said the ECDC consists mainly of volunteers. A dedicated staff under the Admin Budget is requested. There was discussion if the position should be a part-time or full time position. Salary was also discussed which will be determined when the candidate is selected. There was consensus from the Board that the position should be part-time for now because there are other staffing needs to be met. Trustee Grabarek suggested the Main Street Program tying into the development director position.
 - Admin Intern (NIU MPA Grad Student) – Nevenhoven would like to add an NIU intern for 20-24 hours/week at \$17-\$19/hour. They would work on special projects for all Village departments and possibly with ECDC. The internship would last for two years at \$20K/year and there are restrictions and guidelines as to the tasks and projects they work on.

When asked if there is revenue to cover the new positions, Nevenhoven replied the Village is now receiving an average of \$38K/month from the sales tax increase. The additional sales tax will also be used for parks, streets and Police Pension costs.

Chief Sikora is looking to establish a citizen's police academy program that could benefit from the intern's time. Sikora is also working with the Fire Department and Campton Hills to get the CERT program back on track again.

- Nevenhoven said the Admin budget will come to the Board again for further review when finalized.

5. Other Business – None

6. Adjourn – Trustee Mondri moved to adjourn the meeting at 7:44 p.m. The motion was seconded by Trustee Grabarek and passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin
Village Clerk