

MINUTES
VILLAGE OF ELBURN BOARD OF TRUSTEES
MARCH 16, 2020

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

Board Members Absent: President Jeff Walter

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 Julie Morrison; Village Planner Kon Savoy

Others Present: Residents LeRoy Herra, Elburn Herald Reporter Susan O'Neill; Boy Scout Seth Nosek & mother; New PT Police Officer Jonathan Vega & family members; Drumbeaters petitioner Mrs. Popp; Obscurity reps Luke Goucher & Dustin Zeitler; Bruce Aderman

1. Call to Order – Trustee Anderson called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance – Boy Scout Seth Nosek led the assembly in the Pledge of Allegiance.
3. Roll Call – A roll call ensued.

Due to the absence of President Walter, a motion to appoint Trustee Anderson as Temporary Chairman was made by Trustee Grabarek and seconded by Trustee Wilson. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.

4. Public Comment, Awards & Presentations – Bruce Aderman, on behalf of St. Gall Church, thanked the community for their support of the annual turkey dinner event. Over 600 takeout meals were served.
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>March 2, 2020</i>
<i>*Committee of the Whole</i>	<i>March 2, 2020</i>
<i>*Executive Session</i>	<i>March 2, 2020</i>

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

6. Mayor
 - a. Proclamation – Seth Michael Nosek, Eagle Scout Troop 46 – Temp Chairman Anderson read aloud the proclamation and presented it to Mr. Nosek.
 - b. Proclamation – Motorcycle Awareness Month –Temp Chairman Anderson read aloud the proclamation.
 - c. Proclamation – Hope for the Day 2020 – National Suicide Prevention and Action Month – Reading of this proclamation is post-poned until the sponsor can be in attendance.
7. Village Attorney – Attorney Thomas reported the Village is now the title holder of the two parcels previously discussed for the Anderson Road extension. They have been forwarded to IDOT.

Attorney Thomas highlighted the Governor's Proclamation of Disaster due to the COVID-19 pandemic. Portions of the Open Meetings Act have been suspended for the foreseeable future in order to allow municipalities to efficiently conduct business. Remote participation requirements have been changed in that a quorum on site is not required. However, a means for the public to listen and participate must be provided. Restriction on restaurants and bars starts tonight at 9pm and will be limited to takeout only. Municipalities may create declarations of emergency requiring corporate authorities to pass an ordinance giving the Mayor extraordinary powers. Since we are on the cusp of a new fiscal year, it allows spending from one fiscal year to another in limited cases. Thomas will be in discussion with Village Admin Nevenhoven and the Mayor to determine if the Village has a need. This authority extends regardless of home rule vs. non-home rule community. There are restrictions for the amount of time the extraordinary measures can occur. There was discussion if the Board should direct the Village Attorney to create a model ordinance. Nevenhoven advised should there be a need, a special Board meeting can be called with 48 hour notice.

8. Village Clerk – No report

9. Administration –

- a. Village Admin Nevenhoven advised the State is closing dine-in at restaurants and bars – drive thru, takeout and curbside service is allowed: Nevenhoven visited several restaurants in town today with this news. Video gaming is suspended until the end of the month. Class A licenses allow for the sale of packaged liquor but none of the restaurants in town are set up for that. Some of the restaurants will remain open for takeout and will remove all seating in their establishments. Beyond March 31, it is up to the Governor who has pretty broad powers due to the state of emergency.

10. Building and Zoning

- a. Discuss and Approve Ordinance 2020-11 Amending a Planned Development 213-215 W Nebraska (Popp/Drumbeaters) – Building Commissioner Brennan stated this request was reviewed by the Village Planning Commission who recommended approval. The petitioners would like to move the footprint of one building 10' to the east placing it further away from the Village's water main. This will make the building setback 20' rather than 30'. However, the remaining buildings on the property have a 10' setback. A motion to approve was made by Schuberg and seconded by Wilson. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondí, Schuberg, Wilson. Nays: None. Motion carried.
- b. Discuss and Approve Ordinance 2020-12 Approving Variances to the Sign Code for 113 W North St (Obscurity) – A motion to approve was made by Grabarek and seconded by Mondí. Brennan stated the Village Planning Commission recommended approval with a change to black lettering on the west building elevation sign. Petitioner Goucher hopes to open the establishment in early May. Trustee Grabarek expressed concern with nibbling away from the existing sign code and potentially creating no defense to enforce requirements. Other trustees expressed they liked the design of the signs. A roll call vote ensued. Ayes: Anderson, Filek, Mondí, Schuberg, Wilson. Nays: Grabarek. Motion carried.

11. Finance Department

- a. Discuss and Approve Support Service Agreement with Concentric Integration - \$25,740.00 – Finance Director Elder presented and stated this is for annual renewal. A motion to approve was made by Grabarek and seconded by Schuberg. The price includes a Microsoft Enterprise agreement but does not include break/fix. When asked about getting price comparisons from other firms, Elder stated this would be a mammoth undertaking. Minus the Microsoft Enterprise expense, the contract is only \$15K. While it was stated the Board doesn't want to micromanage certain things, it was expressed if the Microsoft expense was highlighted more clearly, the cost would appear cleaner. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondí, Schuberg, Wilson. Nays: None. Motion carried. Perhaps price comparisons will be discussed at a future COW.
- b. Discuss and Approve FY 2020-2021 Tentative Budget – Finance Director Elder led the discussion. The FY2020-2021 process began October 1 and there have been six separate budget discussions with the Board since. After tentative budget approval tonight, the budget will

be on public display through April 6 via the Village website and at Village Hall. On April 6, there will be a public hearing followed by final budget approval. Elder highlighted revenue streams and changes made to the budget since last reviewed by the Board. Discussion ensued regarding using funds from reserves to cover expenses. Due to the current pandemic unrest, the Board is passing a budget in a time of uncertainty if revenue does not meet expectations. Temp Chairman Anderson said staff and certain things are most critical and would rather see funds going toward streets, sidewalks and infrastructure than recreation. Anderson suggested a referendum asking residents if they are supportive of the Village spending hundreds of thousands on parks. Trustee Wilson agreed this would be a great way to obtain direction from the population as a whole. Nevenhoven asked about a scientific poll across registered voters. Nevenhoven knows of a firm that offers this type of service which is more scientific—not sure of the cost but can research and report back to the Board. There was consensus from the Board for Nevenhoven to look into this service and cost. A motion to approve the tentative budget was made by Grabarek and seconded by Wilson with the understanding that if revenue is impacted, changes will have to be made. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.

12. Police Department – Chief Sikora gave the following updates related to the Coronavirus State of Emergency: 1) New full-time officer Terek’s police academy training has been suspended and will not reconvene until on or after April 20. Waiting for final guidance and anticipate he will start field training while the academy is shutdown; 2) the annual Blackberry Bolt race has been cancelled; 3) Courthouses are relegated to essential trials, etc. and postponing as much as possible; 4) Social distancing is being practiced in the Police Department (taking phone reports as much as possible, discourage the public coming into the office, no PD presentations to outside organizations, communicating with the Sheriff’s office for strategies for jail and inmates); 5) Training classes cancelled; 6) Illinois Secretary of State facilities closed through the end of the month and driver’s license expiration dates will automatically be extended by 30 days.

- a. Discuss and Approve Ordinance 2020-13 – An Ordinance Amending Chapter 472 “Seizure and Impounding of Vehicles” of the Codified Ordinances – This was discussed at a previous COW and no changes were made since the review. Chief Sikora would like to implement this ordinance effective May 1, 2020. A motion to approve was made by Grabarek and seconded by Schuberg. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.

13. Public Works Department

- a. Discuss and Approve Purchase of a Service Truck from Runnion Equipment Co. for \$75,592.00 – Public Works Supt VanBogaert presented. A bid from a State approved vendor has not been obtained because State approved vendors are still waiting on paperwork from the State. Chief Sikora stated he has experienced the same issue with State approved vendors. When asked if he thinks it might be worthwhile to wait for a State bid, VanBogaert stated he does not believe so. It was asked why an aluminum service body vs. stainless steel. VanBogaert stated aluminum will not rust, it is lighter in weight and it wears well. There was consensus from the Board with current uncertainty with revenue, it may behoove us to be cautious and wait longer for a State bid. As far as lead time, Runnion Equipment Co. has the truck in stock. Next fiscal year, a crane will be installed on the service body. When asked why Public Works is purchasing another service body truck vs. a pickup, VanBogaert stated the Board and Mayor have instructed Public Works to do more work in-house as far as main breaks, storm sewers, etc. Having more equipment at hand will make work more expeditious. A motion to table this item until the April 6, 2020 Board meeting in the event a State bid becomes available was made by Wilson and seconded by Mond. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.

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, March 16, 2020 for \$92,478.36. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.

15. Other Business – None

16. Adjourn - Trustee Mondri motioned to adjourn the meeting at 8:35 p.m. with Trustee Grabarek seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,


Diane McQuilkin
Village Clerk