

MINUTES
VILLAGE OF ELBURN COMMITTEE OF THE WHOLE (COW)
MAY 18, 2020
VIA ZOOM VIRTUAL MEETING

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 Bill Thomas, Police Chief Nick Sikora; Building Commissioner Tom Brennan; Village Engineer Julie Morrison

Others Present: Jake Bartelson; Elburn Herald Reporter Susan O'Neill

1. Call to Order – Mayor Walter called the meeting to order at 7:48 PM.
2. Roll Call – A roll call ensued.
3. Public Comment – Submit a Question or Comment via email – PublicHearing@Elburn.il.us. – No public comment was received.
4. Discussion:
 - a. Personnel Policy Manual Updates – Village Admin Nevenhoven highlighted sections for revision—mostly related to cannabis. This will be on the June 1 Village Board agenda for action.
 - b. Internet Service – Nevenhoven has been looking into better internet options for Village offices. Kaneland (DeKalb Fiber Optic), Everstream, Mediacom, FutureLink and Metronet are options. Metronet has the best options and pricing. Improved connectivity between Village Hall, Public Works and the WWTP is the goal. Future projects (GIS, Scada, security cameras, etc.) will require more pipeline and would eventually like to store data in the cloud. This initiative is in the CIP. Metronet service will not be available until mid/late July. There was consensus from the Board for Nevenhoven to move forward.
 - c. Kennels - # of Animals – Mayor Walter said the Blackberry Creek HOA intends to enforce the Village of Elburn ordinance regarding the number of pets allowed. The ordinance allows a total of 3 pets (dogs/cats, etc.) – otherwise it is considered a kennel. The ordinance is quite old and there are a lot of people who foster animals and do not have a kennel license. Building Commissioner Brennan stated kennels are not allowed in residential districts but are allowed as a Special Use in certain business/commercial districts. The annual license fee for a kennel is \$25. The Village Zoning Ordinance does not address fostering animals or therapy animals. Discussion ensued if the ordinance should be revised or not. When asked how the ordinance would be enforced, CSOs would investigate complaints. For clarity, an ordinance change should specify a maximum number for household pets and foster animals. Brennan will survey neighboring communities to see if/how they address. There was consensus from the Board to research how other towns address and report back.
 - d. Front Counter Partition – Finance Director Elder presented. The intent is to install glass partitions and a full sized lockable glass door on the admin side of Village Hall identical to the Police Department side. The partition will provide security for employees. A quote has been obtained from the same company that installed the partition at the Police Department. There are sufficient funds available in the budget to pay for this. If there is consensus from the Board, no motion is required as the quote amount is below director head approval authority. While not certain if it will meet requirements, Elder will include the partition on the COVID reimbursement list. There was consensus from the Board to move forward.

5. Other Business – None

6. Adjourn – Trustee Mondri moved to adjourn the meeting at 8:21 p.m. The motion was seconded by Trustee Filek and passed by a unanimous voice vote.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Diane McQuilkin".

Diane McQuilkin
Village Clerk