

MINUTES
VILLAGE OF ELBURN COMMITTEE OF THE WHOLE (COW)
JULY 6, 2021
AT ELBURN VILLAGE HALL

Board Members Present: Trustees: Ken Anderson, Sue Filek, Bill Grabarek, Chris Mondri, 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

Others Present: Resident LeRoy Herra; Kane County Chronicle reporter Jake Bartelson

1. Call to Order – Mayor Pro Tem Anderson called the meeting to order at 7:40 PM.
2. Roll Call – A roll call ensued.
3. Public Comment – None
4. Discussion:

Contracting for a WWTP Operator – Public Works Supt VanBogaert presented. The Village's long-time WWTP operator has resigned and is no longer employed by the Village of Elburn. The open position for a Class 1 Operator has been advertised. During the recruiting process, we would like to enter into a Professional Services Agreement (PSA) with engineering firm Fehr Graham to provide a licensed operator to work with existing Village of Elburn staff and oversee operations of the treatment plant. VanBogaert highlighted the fees and said Fehr Graham will spend a considerable amount of time at the plant the first month while transitioning responsibilities. VanBogaert stated we have not received a lot of responses to our job posting and wants to make sure we get the right operator in the plant. The contract with Fehr Graham can be terminated at any time with nominal fees and expenses. Until the contract with Fehr Graham is officially approved, we are paying them for their "signature" for the time being. Discussion ensued regarding Class 1 operators. There currently is a shortage as many experienced operators are retiring and there are not a lot of properly trained people to fill the role as lead operator. VanBogaert stated we are currently grooming someone at the WWTP but the process takes 6+ years. Trustee Wilson stated the City of St. Charles has been contracting the same services with Fehr Graham since October 2020 and is pleased with their performance.

There was consensus from the Board to move forward with the PSA with Fehr Graham and it will be on the next Village Board agenda for final approval.

On a side note, VanBogaert stated the heavy rains recently affected the treatment plant very badly. The sooner the Village moves on with the I&I remediation the better.

- a. Revising Sign Code – Trustee Anderson suggested this discussion be delayed until Mayor Walter is present. Trustee Grabarek moved to table this matter until Mayor Walter is present. The motion was seconded by Filek. Grabarek suggested the downtown business development plan (from the 1990s or early 2000s) be included in the discussion because it will go hand-in-hand with the downtown sign code to maintain consistency. Nevenhoven will include the downtown business plan in the next COW packet and will email the plan separately to the Board in advance so they will have plenty of time to review. There was consensus from the Board to delay this discussion to a future COW when the Mayor is present.

5. Other Business – None

6. Adjourn – Trustee Mondri moved to adjourn the meeting at 7:56 p.m. The motion was seconded by Trustee Grabarek and passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin
Village Clerk