

MINUTES  
VILLAGE OF ELBURN COMMITTEE OF THE WHOLE (COW)  
OCTOBER 18, 2021  
AT ELBURN VILLAGE HALL

Board Members Present: President Jeff Walter, Trustees: Sue Filek, Bill Grabarek, Chris Mondri, Matt Wilson

Board Members Absent: Ken Anderson, Patricia Schuberg

Staff Members Present: Village Administrator John Nevenhoven; Finance Director Doug Elder, Village Attorney Bill Thomas, Deputy Police Chief Erich Schlachta; Building Commissioner Tom Brennan; Village Engineer Julie Morrison

Others Present: Resident LeRoy Herra, Kane County Chronicle reporter Chris Walker

1. Call to Order – Mayor Walter called the meeting to order at 7:19 PM.
2. Roll Call – A roll call ensued.
3. Public Comment – None
4. Discussion:
  - a. Organizational/Staffing Study Next Steps – Village Admin Nevenhoven presented. The Village's next best step is to onboard someone in a human resources role. The person will not 100% HR but will be a majority of their responsibilities. Public Works is an example—we just had another resignation and HR could help develop a path for employee retainage. Trustee Schuberg provided comments to Mayor Walter who read them aloud in her absence regarding the HR/Community Development and IT roles. Trustee Grabarek agreed the Village Admin needs help and an HR professional will have skills to relieve some of the pressures to manage the Village. Trustee Filek agreed to move forward with an HR person. Trustee Mondri voiced concern with the exodus of Public Works laborers and felt something should be done right away (prior to hiring HR) as far as Public Works salary scales, raises, etc. Mondri agreed with the hiring of an HR professional but strongly recommended increases for Public Works Laborers immediately. Trustee Wilson agreed to hire an HR professional and agreed with Mondri regarding retainage of Public Works laborers – we are in catch 22 to retain staff and moving forward. Mayor Walter agrees with an HR/community development professional. Mayor Walter asked the Board if we should do something in the interim for Public Works. A sign-on bonus was suggested where a payout is made to an employee after a certain amount of continuous employment. Nevenhoven said current Public Works employees should receive the bonus as well if instituted. It was noted that a step pay grade system is complicated and should be addressed by HR. There was consensus from the Board for Nevenhoven and VanBogaert to work together for ideas and, depending on the cost, get a stop gap in place now. Mondri added the Village's insurance cost for family coverage is very high. At laborer starting wages, the majority of work hours goes toward family insurance coverage cost. Mondri suggested insurance costs be pro-rated by income level. Nevenhoven and VanBogaert will work on a plan and bring back to the Board for review. There was consensus for Nevenhoven to start the process for recruitment of an HR person. A budget amendment for the HR person will not be necessary because the hire of a community development professional was budgeted this fiscal year.
  - b. Resolution 2021-12 Truth in Taxation Resolution – Finance Director Elder presented. This is the first reading of the annual levies to determine if truth in taxation hearing(s) will be necessary. The numbers in this evening's packet will change between now and the next Village Board meeting. The overall Village of Elburn levy amount will be the same as it has been for the fifth year in a

row. All levies (see agenda items 4b, c, d, e) will be on the next Village Board agenda for action. In the meantime, questions/comments should be directed to Elder.

- c. Resolution 2021-13 Truth in Taxation Resolution SSA #1 – See discussion in agenda item #4b above.
- d. Resolution 2021-14 Truth in Taxation Resolution SSA #2 – See discussion in agenda item #4b above.
- e. Resolution 2021-15 Truth in Taxation Resolution SSA #5 – See discussion in agenda item #4b above.
- f. Pedestrian Crossings Downtown – In Supt VanBogaert's absence, Village Engineer Morrison presented. The Village Board previously asked about flashing beacons for pedestrian cross walks on Route 47. Morrison explained the process and approximate cost. Based on how the Board would like to move forward, a formal PSA will be drafted. The Board would like to include Shannon Street, unless there are IDOT standards that would not allow. The intersection at Prairie Valley Street (near Jewel/Dunkin Donuts) was suggested. Flashing beacons will help remind drivers of pedestrians. The potential cost of the study was discussed and it was asked whether anyone can anticipate what IDOT might say that would make this project a waste of energy. Morrison will discuss this with EEI's traffic expert and report back to the Board. There was consensus to consider lowering the speed limit south of the railroad tracks to approximately Stetzer. IDOT has not been very cooperative in lowering speed limits. Attorney Thomas will confirm the maximum speed limit decrease IDOT allows.
- g. Elburn Station Community Park Drainage – In Supt VanBogaert's absence, Morrison highlighted the memo for the project to provide a drainage outlet at the park. Three options were discussed, including an option to extend the bike/pedestrian path from its end in Elburn Station Park easterly to connect to the path network in Elburn Station. Utilities on Keslinger Road were potholed. Feedback was requested from the Board on how they would like to proceed. It is anticipated that the work will be bid out, but Public Works may want to complete some of the labor in the park to save on costs. The Board said they would like to hear from VanBogaert to see how much Public Works would be able to save on this project. There was consensus with the Board that connecting the bike path is a great idea. Nevenhoven is working with Shodeen to either pay for or share in the bike path connection costs. Morrison will work with VanBogaert to get an estimate for Public Works to perform some of the work in the park and report back to the Board.
- h. Building & Zoning 3<sup>rd</sup> Quarter Reports – Building Commissioner Brennan presented the report.
- i. Police 3<sup>rd</sup> Quarter Reports – In the absence of Chief Sikora, DC Schlachta presented the report.
- j. Public Works 3<sup>rd</sup> Quarter Reports – Supt VanBogaert is absent due to an active water main break in downtown Elburn on Route 47. Morrison said the sewer lining project will go out to bid in February with project completion next spring. A reduction in I&I should be noticed after sewer lining is complete.

5. Other Business – None.

6. Adjourn – Trustee Mondt moved to adjourn the meeting at 7:58 p.m. The motion was seconded by Trustee Filek and passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin  
Village Clerk