

MINUTES
VILLAGE OF ELBURN BOARD OF TRUSTEES
JANUARY 3, 2023
AT ELBURN VILLAGE HALL

Board Members Present: President Jeff Walter, Trustees: Ken Anderson, Sue Filek, Bill Grabarek, Chris Mond, 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; Public Works Supt Phil VanBogaert; Village Engineer Julie Morrison; Deputy Village Clerk Katie Johnston

Others Present:

1. Call to Order – Village President Jeff Walter called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance – Trustee Mond led the assembly in the Pledge of Allegiance.
3. Roll Call – A roll call ensued.
4. Public Comment, Awards & Presentations – None
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

**Village Board*

December 19, 2022

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

6. Mayor – Mayor Walter reported on the following:
 - a. A thank you note was received from the Nevenhoven's for kindness shown by the Village following the passing of Melissa's mother.
 - b. The Village's Holiday Party is next week. The party will be paid for by Trustees and Village business partners—no public funds will be used to pay for the event.
7. Village Attorney – No report
8. Village Clerk – Clerk McQuilkin introduced new Deputy Village Clerk Katie Johnston.
 - a. Executive Session (5 ILCS 120/2) (21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 – A motion was made by Trustee Schuberg and seconded by Trustee Filek to leave regular session and enter into executive session. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.

A motion was made by Trustee Schuberg and seconded by Trustee Grabarek to leave executive session and re-enter regular session. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.

A motion was made by Trustee Wilson and seconded by Trustee Mondt that all executive session minutes are to remain confidential and not release any for public review. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondt, Schuberg, Wilson. Nays: None. Motion carried.

9. Village Engineer – No report

10. Administration

- a. Discuss and Approve Ordinance Amending Chapter 804.04 Outdoor Endorsements – A motion to approve was made by Grabarek and seconded by Filek. Mayor Walter questioned if alcohol may be consumed outside an establishment on-property after being purchased inside the establishment. The answer is no unless a temporary endorsement is issued. Discussion ensued to possibly create a seasonal temporary endorsement for establishments that host weddings and multiple other engagements. There was agreement to table this item and staff was directed to come back to the Board with a section for seasonal temporary endorsements including boundaries, clarity and fees. Trustees Grabarek and Filek agreed to tabling the decision until the next Board Meeting.
- b. Discuss and Approve Ordinance 2022-32 Amending the Zoning Code – Short-Term Rentals – Nevenhoven highlighted the proposed changes within the ordinance. A motion to approve was made by Schuberg and seconded by Wilson. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondt, Schuberg, Wilson. Nays: None. Motion carried.
- c. Discuss and Approve Resolution 2022-15 Amending the Personnel Policy Manual – Asst Village Admin/HR Specialist Ranney explained the change to the manual due to a public act that went into effect on January 1, 2023 (bereavement act expanded to other family members). A motion to approve was made by Wilson and seconded by Filek. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondt, Schuberg, Wilson. Nays: None. Motion carried.

11. Building and Zoning – Building Commissioner Brennan reported this year's building permit total is a new record, exceeding the previous record by one.

12. Finance Department – No report

13. Police Department – Chief Sikora presented the following:

- a. Discuss and Approve Ordinance 2022-33 Disposal of Various Equipment – A motion to approve was made by Grabarek and seconded by Mondt. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondt, Schuberg, Wilson. Nays: None. Motion carried.
- b. Several motor vehicle burglaries occurred in the Village recently and Chief Sikora reminded everyone to lock their vehicles. The suspect vehicle used for the robberies has been recovered and some of the stolen items have been recovered.

14. Public Works Department – Public Works Supt. VanBogaert presented the following:

- a. Discuss and Approve the Purchase of an AC Drive Cabinet (VFD) from Precision Electric, Inc., \$55,850 – VanBogaert reported the Village's insurance company has reimbursed the Village for the repair of the damaged VFD and purchase of a new VFD, minus the \$500 deductible. A motion to approve was made by Grabarek and seconded by Schuberg. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondt, Schuberg, Wilson. Nays: None. Motion carried.
- b. Discuss and Approve Payout #4 to National Power Rodding, \$42,682.95 – A motion to approve was made by Mondt and seconded by Wilson. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondt, Schuberg, Wilson. Nays: None. Motion carried.

15. Bills

- a. Approve the Bills List – A motion was made by Trustee Grabarek and seconded by Trustee Schuberg to approve the bills for Tuesday, January 3, 2023 for \$199,553.81. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondt, Schuberg, Wilson. Nays: None. Motion carried.

16. Other Business – None

17. Adjourn - Trustee Mondri motioned to adjourn the meeting at 7:45 p.m. with Trustee Grabarek seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin
Village Clerk