

MINUTES
VILLAGE OF ELBURN BOARD OF TRUSTEES
FEBRUARY 21, 2023
AT ELBURN VILLAGE HALL

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; Asst Village Admin/HR Specialist Chris Ranney; Finance Director Doug Elder, Village Attorney Bill Thomas, Police Chief Nick Sikora; Public Works Supt Phil VanBogaert; Village Engineer Julie Morrison

Others Present: Luke Goucher, Joe Gorenz

1. Call to Order – Village President Jeff Walter called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance – Trustee Anderson 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 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.

<i>*Village Board Minutes</i>	<i>February 6, 2023</i>
<i>*Committee of the Whole Minutes</i>	<i>February 6, 2023</i>

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

6. Mayor
 - a. Discuss Short-Term Rentals – Mayor Walter recently learned there is a lot more to the Airbnb process than the Board had knowledge of. Mayor Walter invited Airbnb owner, Luke Goucher, to tonight’s meeting to explain the process. Goucher distributed two handouts to trustees—one of which is “house rules” and is given to all guests. Goucher has two Airbnb homes in Elburn and explained the renovations completed on each home as well as regular maintenance of the properties. The locations for each rental were disclosed and Goucher gave a rundown of surrounding land uses. Both homes were professionally designed and decorated. Vetting of tenants is very strict and pricing is set for the clientele you are trying to attract. The procedures for Airbnb rentals were explained—potential renters do not automatically get the rental. Algorithms used by the Airbnb process leave no room for doubt. Cleaning crews inspect each property after each use and assess damages (if any). The owner has the opportunity to provide feedback on each guest which is viewable on Airbnb. Owner feedback is also collected. Goucher stated the properties are booked out through the summer for weddings, family reunions, etc. Goucher advised a “Pillow Tax” is available for the Village of Elburn to take advantage of in addition to sales tax revenue generated by guests in town. Airbnb collects fees from guests and, in turn, distributes revenue to the owner, cleaners, State of IL, etc. The Babcock home has been an Airbnb rental since August 2022 and the ranch since December 2022/January 2023. To date, there have been no noise complaints or police calls. Goucher thinks this is an asset to the

community. Goucher strives to set an example and would like to work with the Village in order to make Airbnb's an asset to the community. Based on the amount of interest, Goucher could have 3 or 4 Airbnb's in Elburn but is content with the two he has now. When asked how we manage in other areas of town, Mayor Walter said this will be discussed at a future COW, including pillow tax, etc.

- b. Mayor Walter read aloud a proclamation for National Engineers Week and presented the certificate to Engineer Morrison.
 - c. Mayor Walter read aloud a Proclamation for Dan Kolzow who has resigned from the Parks Commission and served as Chairman since the inception of the Parks Commission. The proclamation will be presented to Kolzow tomorrow night at the Parks Commission meeting.
 - d. A thank you note was received from the family of William Cavanaugh (Phil VanBogaert's in-laws) for sympathy flowers received recently.
 - e. A total of 30 military tribute banners have been sold and are being printed. They should be available for display within the next month or so.
 - f. Rob Reilley has accepted the chairmanship of the Parks Commission. One application for the vacant Parks Commission seat has been received.
 - g. The recent Anderson Rd/Route 38 speed study does not support lowering the speed limit on Route 38. Village engineers will review the study and an in-person meeting will be held soon.
7. Village Attorney – No report
 8. Village Clerk – No report
 9. Village Engineer – Village Engineer Morrison reported construction at the Elburn Station Community Park has begun with utility work and water main extension under Keslinger Road.
 10. Administration – No report
 11. Building and Zoning – No report
 12. Finance Department
 - a. Discuss the Revenue and Expenditure Report – January 2023 – Finance Director Elder presented the report.
 - b. Discuss the Treasurer's Report – January 2023 – Finance Director Elder presented the report.
 - c. Discuss the Police Pension Transfer – Elder reported no action is needed now because it is on tonight's bills list. The transfer amount was budgeted as suggested by Lauterbach & Amen. The Elburn Police Pension Board has transferred funds to a state-run fund which should result in a larger return than when managed internally.
 13. Police Department – Chief Sikora reported on the following:
 - a. Police Commission meets this Thursday and hopes to extend a conditional job offer for a full-time police officer.
 - b. An open house for the Police Department referendum will be held on March 11 at Village Hall.
 - c. A table-top emergency training session will be held at Village Hall on March 18 with department heads and trustees.
 14. Public Works Department – Public Works Supt VanBogaert presented.
 - a. Discuss and Approve Ordinance 2023-07 Authorizing the Sale of Personal Property – Skid Steer – A motion to approve was made by Grabarek and seconded by Mond. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.
 - b. Discuss and Approve 2022 Street Program Change Order #1 (\$46,237.20) – This is for a reduction change order. A motion to approve was made by Schuberg and seconded by Filek. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mond, Schuberg, Wilson. Nays: None. Motion carried.
 - c. VanBogaert highlighted two possible additions to the 2023 Streets Program. First is the extension of the water main at Lilac and Second Streets to Reader Street to complete the water main loop. The other is for the replacement of water main on E North Street between Route 47 and First St. This is a 12" main and is in very poor condition.

15. Bills

- a. Approve the Bills List – A motion was made by Trustee Grabarek and seconded by Trustee Filek to approve the bills for Tuesday, February 21, 2023, for \$528,430.49. A roll call vote ensued. Ayes: Anderson, Filek, Grabarek, Mondy, Schuberg, Wilson. Nays: None. Motion carried. Trustee Filek inquired about utility tax refunds, who they are for and how to apply. Finance Director Elder stated it is for senior citizens who meet certain requirements. Elder will provide details to Trustees. Trustees would like to make this known to seniors.

16. Other Business – None.

17. Adjourn - Trustee Mondy motioned to adjourn the meeting at 7:59 p.m. with Trustee Grabarek seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin
Village Clerk