

MINUTES
VILLAGE OF ELBURN BOARD OF TRUSTEES
JULY 17, 2023
AT ELBURN VILLAGE HALL

Board Members Present: President Jeff Walter, Trustees: Ken Anderson, Bill Grabarek, Chris Hansen, Luis Santoyo, Matt Wilson

Board Members Absent: Patricia Schuberg

Staff Members Present: Assistant Village Administrator Chris Ranney, Finance Director Doug Elder, Village Attorney Karl Ottosen, Police Chief Nick Sikora; Building Commissioner Tom Brennan; Public Works Supt Phil VanBogaert; Village Engineer Julie Morrison

Others Present: Resident LeRoy Herra; LRS rep Katie Neary

1. Call to Order – Village President Jeff Walter called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance – Trustee Santoyo 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 requests in which event the item will be removed from the Omnibus (Consent) Agenda and considered in its normal sequence on the Agenda.

**Village Board* *June 19, 2023*

**Committee of the Whole* *June 19, 2023*

**2013-18 Amending Part Two of the “Administrative Code” of the Village of Elburn Codified Ordinances*

A motion was made by Trustee Santoyo and seconded by Trustee Hansen to approve the Omnibus Agenda.

At the request of Trustee Grabarek, a discussion ensued regarding Ordinance 2013-18, Section 220.02 (Trustee Compensation). Regarding raises in compensation, Attorney Ottosen stated the subject can be brought up and discussed by the Board at any time; but if there is a change, it must be acted on at least 180 days in advance of an election otherwise the change will not go into effect until two years following the election. There was agreement to leave as is to be brought up by the Board as needed rather than instituting a regular review by the Board. A typo was mentioned in the Health Officer section and it will be corrected by AVA Ranney.

Trustees Santoyo and Hansen agreed to modify their motion and second subject to the correction mentioned above. A roll call vote ensued. Ayes: Anderson, Grabarek, Hansen, Santoyo, Wilson. Nays: None. Motion carried.

6. Mayor – Mayor Walter reported on the following:
 - a. Mayor Walter welcomed Guest Counselor, Karl Ottosen, in the absence of Village Attorney Thomas.
 - b. Mayor Walter ran a report for the ChargePoint charging station in town. We are getting 6-8 vehicle charges monthly, and revenue is higher than our electric bill.

- c. Elburn Days is August 18-20, 2023. All trustees and department heads are welcome to participate in the parade on Friday, August 18. Trustees are scheduled to sell tickets on Sunday afternoon, August 20.
7. Village Attorney – Attorney Ottosen reported on items passed by the General Assembly and are currently on the Governor’s desk. Some of the changes will impact municipalities as far as health insurance, ads for employment, paid time off for part-time employees, etc. It is recommended that municipalities have policies in place prior to January 1, 2024. Ottosen Law will send copies of the changes to their clients soon. AVA Ranney is aware of the changes and will participate in Metro West discussions regarding same.
8. Village Clerk
 - a. Executive Session (5 ILCS 120/2) C (21) Discussion of minutes of meetings lawfully closed under this Act, whether or purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 – A motion to leave regular session and enter into executive session was made by Hansen and seconded by Grabarek. A roll call vote ensued. Ayes: Anderson, Grabarek, Hansen, Santoyo, Wilson. Nays: None. Motion carried.

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

A motion was made by Hansen and seconded by Grabarek to keep all executive session minutes closed. A roll call vote ensued. Ayes: Anderson, Grabarek, Hansen, Santoyo, Wilson. Nays: None. Motion carried.
 - b. Discuss and Approve Ordinance 2023-23 Amending Section 804.04, Reducing the Number of Class E-2 Licenses – A motion to approve was made by Anderson and seconded by Hansen. A roll call vote ensued. Ayes: Anderson, Grabarek, Hansen, Santoyo, Wilson. Nays: None. Motion carried.
9. Village Engineer – Village Engineer Morrison stated the last of the underground improvements will be done tomorrow and the 2023 Streets Program is starting up in the NW quadrant of town.
10. Administration – No report
11. Building and Zoning – No report
12. Finance Department – No report
13. Police Department – Chief Sikora presented the following:
 - a. Discuss and Approve Awarding a Contract to MAC Construction for the Police Firing Range in an Amount Not to Exceed \$98,000 – A summary was given of the current conditions at the range. The Village Board approved funds this fiscal year to construct a new building that will include indoor plumbing (eventually with both hot and cold water) and heat. It is not known what the cost of the bathroom facility will be. The building is less than 3,000 SF and will not require a sprinkler system. A motion to approve was made by Santoyo and seconded by Wilson. A roll call vote ensued. Ayes: Anderson, Grabarek, Hansen, Santoyo, Wilson. Nays: None. Motion carried.
 - b. Ofc Pearson has completed 10 weeks of training at the police academy and will graduate on August 25, 2023.
 - c. The Police Commission meeting last week was canceled.
14. Public Works Department
 - a. Discuss and Approve Payout #1 to Performance Construction & Engineering for \$340,000.65 – It was noted this check was not included in the bills list total for this evening. The bills list total (agenda item 15a) will be amended to include this check. A motion to approve was made by

Grabarek and seconded by Hansen. A roll call vote ensued. Ayes: Anderson, Grabarek, Hansen, Santoyo, Wilson. Nays: None. Motion carried.

- b. Discuss and Approve the Replacement of Lead Service Lines – Public Works Supt VanBogaert reported only two lead service lines were found and asked for direction from the board as to how they would like to address them. Staff recommends the Village pay for the two lead service line replacements as it would not be advantageous for the Village to apply for financing. Thus far, no mandate has been received regarding steel lines, of which the Village has several. The estimated cost is \$15K to replace both lead service lines if we must go back to the main—but we believe it will only go from the house to the b-box. Mayor Walter asked for a more accurate estimate before the Board votes. VanBogaert will double-check that the two lines are only from the house to the b-box. This will be discussed at a future meeting.
- c. Ron Gillis from Elburn Public Works was able to repair the wayside horn. This buys us some time until we can budget for replacements in a future fiscal year. Mayor Walter said multiple politicians in the state have been asked for donations for this and we will continue to work on funding options.
- d. Regarding the E Pierce Street sanitary sewer installation, one resident has signed up for the five-year financing plan and another resident has begun the process to connect to the sanitary sewer and abandon their septic system. A total of six properties are affected by the new sanitary system.

15. Bills

- a. Approve the July 3, 2023 Bills List for \$138,140.15 – A motion was made by Trustee Grabarek and seconded by Trustee Santoyo to approve the bills for Monday, July 17, 2023 for \$138,140.15. A roll call vote ensued. Ayes: Anderson, Grabarek, Hansen, Santoyo, Wilson. Nays: None. Motion carried.
- b. Approve the July 17, 2023 Bills List for \$202,975.90 – As previously discussed in agenda item # 14a, the \$340,000.65 invoice from Performance Construction & Engineering was not included in the bills total. The corrected amount of the bills list is \$542,976.55. A motion was made by Trustee Grabarek and seconded by Trustee Hansen to approve the corrected bills list for Monday, July 17, 2023 for \$542,976.55. A roll call vote ensued. Ayes: Anderson, Grabarek, Hansen, Santoyo, Wilson. Nays: None. Motion carried. Trustee Grabarek questioned with the rising cost of electricity, should the Village consider solar? Village staff will review.

16. Other Business – None

17. Adjourn - Trustee Hansen motioned to adjourn the meeting at 7:40 p.m. with Trustee Santoyo seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin
Village Clerk