

DRAFT

VILLAGE OF ELIZABETH BOARD MEETING MINUTES

**Elizabeth Business Hub/ 131 N. Main St. / Elizabeth, IL
Wednesday, January 17th, 2024 @ 7:00 p.m.**

Attending: Mike Dittmar-Mayor; Craig Ketelsen, Michael Sellers, Nate Karberg, Judy Glew, Jason Thomasson, Denise Anderson-Trustees; Terry Kurt-Attorney; Duane Brotherton-PW; Fred Cass-Police Chief; Michael Dauphin-Treasurer; Karla Rolwes-Clerk
Absent: James Mensendike; Tyler Lomas

- I. Call to Order - Mayor Dittmar called the meeting to order at 7:12 p.m.
- II. Roll Call - All trustees present.
- III. Approve any Board Agenda additions - None
- IV. Audience - David Schmitt with NWILED was there to do a photo opt with the Village trustees for their annual contribution. Steve McIntyre attended and notified the board that he is no longer on the Jo Daviess County Board and is now on the County Zoning Board of Appeals.
- V. MSA - Didn't attend. No updates.
 - A. Locust St. Sewer Project
 - B. Well House Improvements Project (IEPA)
 - C. Downtown Sidewalk Project
 - D. Unsewered Community Grant (IEPA)
- VI. CFPS, Inc. - Didn't attend.
 - A. Well House Project (IEPA Project #17-5787) - The Village received a letter from IEPA approving the financial review of the overall project. This hopefully means we will have a loan agreement soon.
 - B. Downtown Sidewalk Project
 - C. Unsewered Community Grant (IEPA)
 1. Grant draw request / PER phase close out - Didn't have this for the meeting. No action taken.
- VII. Police Report - Fred delivered the report. He received an email notifying him that IWIN will be going away (the program he uses for running license plates, etc.) So he'll be researching a replacement. He and Duane mapped out 10 parking spots and 2 semi spots in the Industrial parking lot (Sycamore st.). Public notice stating the lot needs to be cleared by 4/1/24 was sent to The Flash and will run for 3 weeks beginning 1/31. He had DACRA court today. No decision was made; it was issued a continuance.

VIII. Minutes

- A. Regular / December 2023 - **Motion to approve. 1st Judy. 2nd Nate. All ayes. Motion carried.**

IX. Consent Agenda - Motion to approve all items. 1st Craig. 2nd Judy. Roll call vote. All ayes. Motion carried.

- A. Approve the IDOT QBS policies and procedures (for the downtown sidewalk project)
- B. Approve the Ferguson Waterworks annual maintenance agreement (\$2,344)
- C. Approve the invoices to remove the EV charging station and splash pad electrical from the NWSE building electrical meter (Biechler Electric \$1,475; Jo Carroll Energy \$250)
- D. Approve Michael Dauphin's salary for treasurer position (\$1,488.77/quarter)
- E. Approve the hourly wage increase for part time police from \$25/hr to \$28/hr

X. Finances

- A. Treasurer's Report - **Michael delivered the report. Motion to approve. 1st Denise. 2nd Nate. All ayes. Motion carried.**
- B. Payment of Bills - **Motion to pay in the amount of \$16,977.15. 1st Jason. 2nd Judy. Roll call vote. All ayes. Motion carried.**
- C. Budget
 - 1. Schedule a quarterly meeting in February - Scheduled for 2/12 at 5:30

XI. Committee Reports

- A. Public Works
- B. Administrative
- C. Economic Development

XII. Attorney Comments

- A. Update on 244 N. Main St. - No update. Terry has been speaking with the property owner's attorney. **Motion to approve beginning the eminent domain process for this property. 1st Denise. 2nd Jason. Roll call vote. All ayes. Motion carried.**
- B. Discussion and possible action on the Intergovernmental Agreement with Elizabeth Township for plowing and road maintenance on Betsy Dr. and the Village owned portion of Eby's Mill Rd. in the amount of \$500/year - **Motion to approve. 1st Craig. 2nd Denise. Roll call vote. All ayes. Motion carried.**
- C. Discussion and possible action on the Resolution of Support for the Jo Daviess County UTV Ordinance (02024-1) - **Motion to approve. 1st Denise. 2nd Judy. Roll call vote. 5 ayes. 1 abstain (Craig). Motion carried.**
- D. Ordinance to approve the *Paid Leave for All Workers Act* - **Motion to approve. 1st Jason. 2nd Craig. Roll call vote. All ayes. Motion carried.**
- E. Adopt the Illinois Criminal Code under DACRA? - Terry will prepare this for next month's meeting.

XIII. Old Business (Other than Committee Mtg Minutes/Consent Agenda)

- A. Elizabeth Business Hub - Since we hosted this meeting at the Hub, the trustees and employees are all now familiar with the space and are encouraged to promote it.
- B. Village of Elizabeth Zoning Ordinance (*leave on agenda*)

- C. DACRA Program
- D. Ambrosia Wurster Subdivision - Just waiting on them to give their feedback and address the recommendations the Village engineers sent.

XIV. New Business (*Other than Committee Mtg Minutes/Consent Agenda*)

- A. Discussion and possible action on the lease extension for NWSE (2025-2027) - **Motion to approve. 1st Jason. 2nd Judy. Roll call vote. All ayes. Motion carried.** Karla will send it to NWSE for their review and possible approval.
- B. Discussion and possible action on the wage increase for James Mensendike and Fred Cass in the amount of \$1.15/hr to compensate for what the Village is contributing to the family health insurance premiums which they don't participate in - **Motion to approve. 1st Craig. 2nd Michael. Roll call vote. All ayes. Motion carried.**

- XV. Mayor's Comments - Mike asked if anyone was interested in attending the NWILED annual meeting. Karla will resend the invitation out to everyone as a reminder of date/time.

XVI. Correspondence

- A. Jo Carroll Energy, Inc. will now be operating as JCE Co-op

XVII. Executive Session - None

- A. Discussion and possible action

- XVIII. Adjournment - **Motion to adjourn. 1st Craig. 2nd Judy. All ayes. Motion carried.** 8:04 p.m.

Submitted by Karla Rolwes; Clerk

