

VILLAGE OF ELIZABETH

BOARD MEETING MINUTES

Village Hall / 200 E. Myrtle St. / Elizabeth, IL

Wednesday, April 17th, 2024 @ 7:00 p.m.

Attending: Michael Sellers, Nate Karberg, Jason Thomasson, Denise Anderson, Craig Ketelsen, Judy Glew - Trustees; Terry Kurt-Attorney; Michael Dauphin-Treasurer; Duane Brotherton-PW; Rich Strain-PD; Fred Cass-Chief of Police * arrived at 7:20 p.m.*; Karla Rolwes-Clerk

Absent: James Mensendike; Tyler Lomas

- I. Call to Order - Jason Thomasson called the meeting to order at 7:00 p.m.
- II. Roll Call - All trustees present
- III. Approve any Board Agenda additions - None
- IV. Appoint Jason Thomasson as Acting Mayor - Attorney Kurt swore in Jason Thomasson as Acting Mayor. Jason will continue to vote as a trustee until his spot is filled. The Village has 60 days to appoint someone.
- V. Audience - Michael Oelleric (observe); Steve McIntyre (observe); Daisha Johnson (observe); Chris Williams spoke about the Sycamore St. industrial lot and how much better it looks now that it's cleared out. He requested the Village consider selling it to him because he does not want it to go back to a storage lot again. He thanked the Village for their work on getting it cleaned up. Attorney Kurt explained the Village would need to declare it surplus and go through the proper bidding property IF they were interested in selling it. This subject will be added to the committee agendas for May.
- VI. MSA - Didn't attend.
 - A. Well House Improvements Project (IEPA) - No update
 - B. Downtown Sidewalk Project - No update
 - C. Unsewered Community Grant (IEPA) - No update
 - D. Review of the revised preliminary plans submitted by Ambrosia Wurster subdivision on 3/25/24 - At the time of the meeting the information had not been received yet.
 - E. Task Order to assist with MFT/Rebuild IL funding bids - This will be discussed under new business letter E.
- VII. CFPS, Inc. - Didn't attend.
 - A. Well House Project (IEPA Project #17-5787)
 - B. Downtown Sidewalk Project
 - C. Unsewered Community Grant (IEPA)
- VIII. Police Report - Chief Cass delivered the report.
- IX. Minutes
 - A. Regular / March 2024 - **Motion to approve. 1st Judy. 2nd Craig. All ayes. Motion carried.**

- B. Special Board meeting minutes from 4/3/24 - **Motion to approve. 1st Denise. 2nd Nate. All ayes. Motion carried.**

- X. Consent Agenda - **Motion to approve contingent upon not being paid by the deadline stated in the letter sent to the owner. 1st Denise. 2nd Nate. All ayes. Motion carried.**
 - A. Approve filing a lien on 1328 Hwy 20

- XI. Finances
 - A. Treasurer's Report - **Motion to approve the report. 1st Craig. 2nd Judy. All ayes. Motion carried.**
 - B. Payment of Bills - **Motion to approve the payment of bills in the amount of \$18,870.85. 1st Judy. 2nd Denise. Roll call vote. All ayes. Motion carried.**
 - C. Budget *reminder - FY closeout meeting is 4/29 at 5:30*

- XII. Committee Reports
 - A. Public Works
 - B. Administrative
 - C. Economic Development

- XIII. Attorney Comments
 - A. Update on 244 N. Main St. - The appraisal was completed last week. Now the next step is Attorney Kurt sending a letter to the owner accepting our offer to purchase the property for the amount stated in the appraisal. The owners will have 45 days to accept or reject the offer. **Motion to approve Attorney Kurt send the offer. 1st Denise. 2nd Nate. Roll call vote. All ayes. Motion carried.**
 - B. Sewer replacement Loan for 108 S. Hickory (update from last month) - No update. Still waiting to hear from property owners.

- XIV. Old Business *(Other than Committee Mtg Minutes/Consent Agenda)*
 - A. Elizabeth Business Hub - None
 - B. Ambrosia Wurster Subdivision - None

- XV. New Business *(Other than Committee Mtg Minutes/Consent Agenda)*
 - A. Approve the extension of "no parking" on E. Sycamore St. from Washington St. to Illinois St. - **Motion to approve. 1st Nate. 2nd Michael. All ayes. Motion carried.**
 - B. Review and discuss the revisions made on the Zoning Ordinance draft - This was moved back to the committee agendas for next month. No discussion.
 - C. Discussion and possible action to approve the extended lease agreement with NWSE at 310 West St. - **Motion to approve the lease extension with the rental amount of \$50,000/year for the 2025, 2026 and 2027 school years. 1st Craig. 2nd Judy. Roll call vote. All ayes. Motion carried.**
 - D. Discussion and possible action on the Village scholarship - The board reviewed the 4 applicant essays and selected their choice. The Village will get a check in the amount of \$1,500 to River Ridge before the awards ceremony on 5/9.

- E. Discussion and possible action on the FY25 MFT resolution - MSA is doing the administrative and bidding assistance on this for the Village this year because we are over the \$25,000 limit (where bidding is required by the state). Our MFT resolution will be in the amount of \$105,000. From that, MSA will be paid approximately \$6,850 (max 4% for prelim engineering and 3% for bidding/construction engineering). **Motion to approve the MFT Resolution in the amount of \$105,000. 1st Nate. 2nd Michael. Roll call vote. All ayes. Motion carried.**
- F. Request from the Fair Board for additional power to light poles at Terrapin Park's baseball field - They haven't received the estimates yet. Once received, the Village will determine how much to contribute. This will remain on the agenda for next month.

XVI. Mayor's Comments - None

XVII. Correspondence - None

XVIII. Executive Session - None

A. Discussion and possible action

XIX. Adjournment - **Motion to adjourn. 1st Craig. 2nd Judy. All ayes. Motion carried. 7:36 p.m.**

Submitted by: Karla Rolwes; Clerk