

VILLAGE OF ELIZABETH

BOARD MEETING MINUTES

Village Hall / 200 E. Myrtle St. / Elizabeth, IL
Wednesday, June 19th, 2024 @ 7:00 p.m.

Attending: Jason Thomasson-Mayor; Michael Sellers, Megan Bauer, Denise Anderson, Craig Ketelsen, Judy Glew-Trustees; Terry Kurt-Attorney; Fred Cass-Police Chief; Duane Brotherton-PW; Michael Dauphin-Treasurer; Karla Rolwes-Clerk

Absent: Nate Karberg-Trustee; James Mensendike-PW Superintendent

- I. Call to Order - Mayor Thomasson called the meeting to order at 7:00
- II. Roll Call - 4 present; 1 absent
- III. Approve any Board Agenda additions - None
- IV. Appoint Megan Bauer as Village Trustee - Attorney Kurt swore in Megan Bauer. She can now vote during the meeting if she chooses or abstain.
- V. Audience - None
- VI. MSA - None
 - A. Well House Improvements Project (IEPA)
 - B. Downtown Sidewalk Project
 - C. Unsewered Community Grant (IEPA)
- VII. CFPS, Inc. - None
 - A. Well House Project (IEPA Project #17-5787)
 - B. Downtown Sidewalk Project
 - C. Unsewered Community Grant (IEPA)
 - D. Capital Improvement Plan Update
- VIII. Police Report - Chief Cass delivered the report
- IX. Minutes
 - A. Regular / May 2024 - **Motion to approve. 1st Denise. 2nd Michael. All ayes. Motion carried.**
 - B. Special Board meeting 6/5/24 - **Motion to approve. 1st Judy. 2nd Denise. All ayes. Motion carried.**
- X. Consent Agenda - **Motion to approve all items. 1st Craig. 2nd Judy. Roll call vote. All ayes. Motion carried.**
 - A. Approve the concrete cost share for 209 E. Sycamore St. (\$1,142)

- B. Approve the request from Terry Miller to mow the Apple River Fort hill by the Interpretive Center (hill only) at no cost
- C. Approve the Village Voices graduation AD (\$30)

XI. Finances

- A. Treasurer's Report - Michael delivered the treasurer's report.
- B. Payment of Bills - **Motion to pay the bills in the amount of \$31,181.85. 1st Denise. 2nd Craig. Roll call vote. All ayes. Motion carried.**
- C. Budget - Jason is doing a final review and once he's done, the trustees can review it and get a copy from Karla. The appropriation ordinance will be on the July board meeting agenda. A copy of the ordinance will be in the board packets that month for review as well. Jason will schedule a budget meeting in early August.

XII. Committee Reports

- A. Public Works
- B. Administrative

- 1. Commercial use at 306 W. Madison - The previous owner used this as storage and yard sale location for her business. The new owner (sold in June) will continue to utilize this for a small flea market type business and eventually will be remodeling the home (it needs substantial work) to use it for an airbnb.
- 2. Municipal gym usage for the summer - The sign on the gym doors will be updated to reflect Mayor Thomasson's contact information and the verbiage will be changed, removing the "closed during summer months" part.
- 3. Recommend no longer using the Sycamore St. Industrial lot area for public parking - **Motion to approve no longer using this lot for public parking and not issuing permits as originally planned; and no more parking in the fairground area which was the temporary location while the Sycamore St. lot was being prepped. 1st Craig. 2nd Denise. All ayes. Motion carried.**

- C. Economic Development

XIII. Attorney Comments

- A. Update on 244 N. Main St. - The offer to purchase was submitted last month. Now we wait 60 days to see if the owner accepts or not.
- B. Discussion and possible action to adopt an ordinance similar to City of Galena re: pour/serve by persons 18 - No action taken. This will be removed from the agenda moving forward.
- C. Lead water line replacement loan for 320 S. Madison St. (waiting for owners to submit Engle Plumbing and Vincent invoices) - At the time of the meeting we haven't received the invoices, so Karla will follow up with the owners to see if they want to move forward with financing. No action taken at this meeting.

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

- A. Elizabeth Business Hub - There are some classes coming up at the Hub this summer. Everyone was asked to promote them.
- B. Ambrosia Wurster Subdivision - Mayor Thomasson explained that there were a couple set backs with this recently. The first is that James reached out to MSA regarding sink holes on the portion of land that would eventually be a subdivision, stating they have gotten deeper

since last year. The land owners are now dealing with that with MSA. The second is MSA reached out to the landowners directly about an environmental study that may be required regarding a certain species of bat that might use that land as habitat. More to come on both of these items.

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

- A. Discussion and possible action on employee annual raises - Craig stated he recalled doing these already. Michael agreed. Karla explained that in January of this year Fred and James were given increases to their hourly wages in the 3.3% range by the board as compensation for not using the family plan insurance. This was an attempt to make things “fair.” Jason and Karla will meet on this separately next week to discuss it.

XVI. Mayor’s Comments

- A. Reminder of the Public Hearing on 7/10 at 6:45
- B. Admin meeting for July will have a late start (approximately 7:30) to accommodate the public hearing

XVII. Correspondence - Letter from Tony McCombie congratulating the Village on our Well House Rehabilitation project funding.

XVIII. Executive Session - Personnel - Did not have exec. session.

- A. Discussion and possible action

XIX. Adjournment - **Motion to adjourn. 1st Michael. 2nd Judy. All ayes. Motion carried. 7:49 p.m.**

Submitted by: Karla Rolwes; Clerk

