

VILLAGE OF ELIZABETH

BOARD MEETING MINUTES

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

Wednesday, August 19th @ 7:00 p.m.

Attending: Scott Toot-Mayor; Denise Anderson, Cole Havens, Nate Karberg, Becky White – Trustees;
Terry Kurt-Attorney; Cody Landwer-Police Chief; Michael Dauphin-Treasurer
Absent: Megan Bauer-Trustee; James Mensendike, Duane Brotherton, Andrew Maupin-Public Works;
Karla Rolwes-Clerk

- I. Call to Order – Mayor Toot called the meeting to order at 7:00 p.m.
- II. Roll Call – 4 trustees present, 1 absent (Bauer)
- III. Approve any Board Agenda additions - None
- IV. Audience - None
- V. MSA – Didn't attend. No updates
 - A. Downtown Sidewalk Project
 - B. DCEO Public Infrastructure Program (Water Tower)
- VI. CFPS, Inc. – Didn't attend. They made the Village aware late this afternoon that we are no longer able to submit an application for the DCEO public infrastructure grant due to the fact that the public hearing notice wasn't published in the newspaper (which is a requirement of the grant). Therefore, the public hearing, which was scheduled tonight, did not take place.
 - A. Downtown Sidewalk Project
 - B. DCEO Public Infrastructure Grant Program (Water Tower)
 1. Public Hearing – Did not take place.
 2. Approve the Resolution of Support – No action taken. No longer relevant.
 3. Give Village President the authority to accept the activity delivery proposal based on price and experience – No action taken. No longer relevant.
- VII. Police Report – Mayor Toot explained the First Amendment Auditors visit to Elizabeth that took place two weeks ago. Chief Landwer was called to respond to the Elizabeth Post Office because the post office employee didn't want them filming and was asking them to leave. Chief handled the situation correctly, which is that they are allowed to be there and film in public spaces of a business or building.
- VIII. Minutes
 - A. Regular / July 2026 – **Motion to approve. 1st Nate. 2nd Cole. All ayes. Motion carried.**
- IX. Consent Agenda - None
- X. Finances

- A. Treasurer's Report – Michael delivered the report. May sales tax was a record.
- B. Payment of Bills – **Motion to pay the bills in the amount of \$24,489.78. 1st Cole. 2nd Nate. Roll call vote. All ayes. Motion carried.**
- C. Budget
 - 1. First quarter budget review will be at the Admin meeting on 9/2

XI. Committee Reports

- A. Public Works (Did not have quorum for committee meeting; all items below are for action)
 - 1. Discussion and possible action to begin using the Water Meter Savings Account for meter replacements and annual maintenance fees – **Motion to approve. 1st Nate. 2nd Denise. All ayes. Motion carried.**
 - 2. Discussion and possible action to remove the \$2 meter fee from the monthly water bills beginning in FY28 (effective 5/1/27 billing cycle) with the option to reinstate if the Village deems it financially necessary in the future – No action taken. This money just won't be allocated for in next years budget. Karla will have this on the April 2027 board meeting agenda for discussion and possible action if we do proceed with removing this.
 - 3. Approve the exterior beautification grant for 105 W. Catlin St. in the amount of \$500 (siding and window replacement) – **Motion to approve. 1st Nate. 2nd Cole. Roll call vote. Motion carried.**
 - 4. Approve the road closure request from Highway 20 Brewery for their annual Oktoberfest on Saturday 9/26 (corner of Highway 20 to alleyway behind the brewery) – **Motion to approve. 1st Becky. 2nd Nate. All ayes. Motion carried.**
- B. Administrative (cancelled for August)
- C. Economic Development – Last weekend Scott and Mike Dittmar went to meet with the property manager for Mark Walter regarding the corner of Hwy 20 & 84 S. in an attempt to continue the Village's desire to annex that area. The manager is going to try and speak with Mark Walter on this issue and follow up with us. To date, no update.

XII. Attorney Comments

- A. Procurement Ordinance – Since this is a new requirement for DCEO grants, the Village felt it was in its best interest to adopt this for bidding procedures moving forward.
Motion to approve. 1st Nate. 2nd Cole. Roll call vote. All ayes. Motion carried. (2026-0819)

XIII. Old Business (*Other than Committee Mtg Minutes/Consent Agenda*) - None

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

- A. Intergovernmental Agreement with Jo Daviess County GIS for the 2026 digital orthophotography aerial images – The Village does this every four years, when the County updates their aerial images on GIS. **Motion to approve. 1st Denise. 2nd Cole. Roll call vote. All ayes. Motion carried.**

- B. Approve the deposit for the new dump truck in the amount of \$2,000 to Bonnell Industries – **Motion to approve. 1st Becky. 2nd Nate. Roll call vote. All ayes. Motion carried. This will be allocated for in next years' budget when the first payment is due. The Village is obtaining a loan for this purchase. Nate asked when this purchase is anticipated to be received. Scott stated December.**
- XV. Mayor's Comments – Terry asked about the BYOB situation at Eager Beaver. Scott stated the Village will be sending a letter to them, as they are currently allowing BYOB without a Village liquor license.
- XVI. Board Member Concerns - None
- XVII. Correspondence - None
- XVIII. Executive Session - None
A. Discussion and possible action
- XIX. Adjournment – **Motion to adjourn. 1st Cole. 2nd Becky. Roll call vote. All ayes. Motion carried. 7:24 p.m.**

Draft minutes submitted by: Denise Anderson, Trustee & *Clerk ProTem*
Submitted by: Karla Rolwes; Clerk

