

VILLAGE OF ELIZABETH
BOARD MEETING MINUTES
Wednesday, February 19th, 2020 @ 7:00 p.m.

Attending: Mike Dittmar-Mayor; Judy Glew, Melody Landwer, Denise Anderson, Preston Taylor, Jason Thomasson, Meagan Szykowski-Trustees; Terry Kurt-Attorney; James Mensendike-PW Superintendent; Scott Toot-Police Chief; Karla Rolwes-Clerk
Absent: Kent Dauphin-Treasurer

- I. Call to Order - Mayor Dittmar called the meeting to order.
- II. Roll Call - All trustees present.
- III. Approve any Board Agenda additions - New Business C. Discussion only.
- IV. Audience
 - A. Tara & Craig Ketelsen (Discussion of Tax Deferment on their property at 4069 S. Pleasant Hill Rd.) - Didn't attend. No discussion.
 - B. Ted Harms (Discussion on Survey costs for Rayhorn lot; parcel 07-001-299-00) - Didn't attend. Mike has had phone conversations with the realtors, Kate Freeman and Angela Stodden on this. They explained that Carol Rayhorn is willing to pay \$500 towards the cost to survey. Ted is willing to pay $\frac{1}{3}$ of the costs (\$1,050). Mike thinks the Village paying $\frac{1}{3}$ is reasonable but no more than that. Therefore either Carol or Ted would need to come up with the remaining \$550. Total survey cost is \$3,150. To incentivize Ted to pay that remaining \$550 Mike asked the board to consider giving Ted the additional land (small triangle piece) adjacent to where the Village will take title to get road access to Illinois St. The board agreed. Mike to follow up with the realtors on this to see if all parties agreed and begin moving forward.
 - C. Terry Miller (to discuss the possible annexation of the Apple River Fort) - Terry didn't attend the meeting. Mayor Dittmar spoke to him on the phone a couple days ago and Terry said he is going to discuss the annexation with his boss and get back to us.
- V. MSA
 - A. Discussion and possible action to approve Task Order for Rayhorn lot survey (\$3,150) - Discussion only. No action taken.
 - B. IEPA Water Improvement Project Construction Engineering - MSA's fee for this is \$110,000. They approximate this project to take 14 weeks. **Motion to approve the Construction Engineering Contract contingent upon Attorney Kurt's review. 1st Preston. 2nd Denise. Roll call vote. All ayes. Motion carried.**
 - C. Locust St. Sewer Project Update
 1. Approve MSA's Engineering Staff/Resumes for Construction Inspection - This is a USDA requirement. Jared provided 4 resumes, one of which is him. The other 3 are Engineers that could be on-site during construction. **Motion to approve the resumes contingent on review and questions. 1st Jason. 2nd Judy. Roll call vote. All ayes. Motion carried.**

- D. Review of splash pad / ice rink combination project estimate - MSA reviewed this and determined there wasn't any excavation, engineering, or electrical included in this estimate. The company also confirmed that prevailing wage wasn't included in that estimate. Additionally, Dan Pepin said the DNR typically isn't OK with a new location and/or new project plan once the initial location and plan is approved. It was decided to decline the proposal and move forward with the original splash pad design that was approved for the OSLAD grant.
- E. Downtown Sidewalk Project Update - IDOT approved the Joint Agreement. MSA can now move forward with the design on this but wants to clarify with IDOT on plans for Highway 20 before they begin.
- F. Roberts Sub 1 & 2 - MSA's letter was reviewed by VOE at the last Public Works meeting. Mayor Dittmar asked Jared to send this to Attorney Kurt for review and to make any recommendations he sees necessary. From there, MSA will draft a final letter to send to Dale.

VI. CFPS, Inc.

- A. IEPA Water Improvement Project
- B. Locust St. Sewer Project
 - 1. Discussion and possible action on the amended Resolution: *Operation and Maintenance Plan for the Sanitary Sewer System* - **Motion to approve the updated Resolution for USDA (#2020-0219) 1st Meagan. 2nd Judy. Roll call vote. All ayes. Motion carried.**
- C. TIF receipts for Jug's Main St. Tap - Added to March Admin agenda.

VII. Police Report - Chief Toot delivered the report. He asked if the Mayor or Board had a preference if he applied for the STEP grant again next FY. Mayor Dittmar and Board said they supported whatever Chief Toot decided. No further discussion.

VIII. Minutes

- A. Regular / January 2020 - **Motion to approve the minutes. 1st Judy. 2nd Melody. All ayes. Motion carried.**

IX. Consent Agenda - **Motion to approve the Consent Agenda. 1st Preston. 2nd Meagan. Roll call vote. All ayes. Motion carried.**

X. Finances

- A. Treasurer's Report - **Motion to approve the Treasurer's report. 1st Denise. 2nd Judy. All ayes. Motion carried.**
- B. Payment of Bills - **Motion to pay the monthly bills. 1st Preston. 2nd Meagan. Roll call vote. All ayes. Motion carried.**
- C. Budget - Quarterly meeting scheduled for 2/25 @ 5:30 (to be followed by Zoning at 6:30)

XI. Committee Reports

- A. Public Works (*See minutes*)

- B. Administrative (*See minutes*)
- C. Economic Development

XII. Attorney Comments

- A. Discussion and possible action on approving the amended Gaming Device Ordinance (increasing the fee from \$5/machine to \$25/machine) - **Motion to approve the amended Ordinance (#2020-0219B). 1st Jason. 2nd Judy. Roll call vote. All ayes. Motion carried.** Karla to get this published and send a copy to Accel Entertainment and JJ Ventures.
- B. Discussion and possible action on hiring bond counsel for the USDA Locust St. Sewer Project - Terry advised that he would like to use the Bond Counsel recommended by Lorali Heitzelman (Evans, Froehlich, Beth & Chamley). The board agreed with that decision.
- C. Update on IDOT Hwy 20 Maintenance agreement - Dan Tobin has touched base with the Village to do a site inspection. Tentatively they are inquiring about 3/6.
- D. Carol Rayhorn's lot and Illinois St. - Discussed earlier in the meeting.
- E. Sycamore St. Cease and Desist letter - No update. Will be on the agenda next month.
- F. Recommendations and/or comments on MSA's letter re: Roberts Subdivision 1 & 2 - This was discussed under MSA. See above for discussion summary.

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

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

- A. Discussion on Apple River Fort Annexation - As stated in the Audience section of this agenda, we are waiting to hear back from Terry Miller once he has a chance to speak with his boss.
- B. Discussion and possible action on hiring Brian Engle with Lingle Design Group to advise on the NWSE fire proof doors - **Motion to hire Brian as our architect at a rate of \$125/hr. 1st Judy. 2nd Melody. Roll call vote. All ayes. Motion carried.**
- C. Discussion on the Annexation of 07-000-244-00 - No discussion in open session.

XV. Mayor's Comments - Mike spoke about the commercial the Elizabeth Chamber did for the HGTV special to fix up your hometown.

XVI. Correspondence

- A. Thank you card from After Prom Committee for our donation
- B. Thank you card from Joe & Jan Thraen

Motion to go into Executive Session. 1st Preston. 2nd Denise. All ayes. Motion carried.

XVII. Executive Session - Property

- A. Discussion and possible action - Discussion only. No action taken. **Motion to go out of closed session. 1st Preston. 2nd Judy. All ayes. Motion carried.**

XVIII. Adjournment - **Motion to adjourn. 1st Preston. 2nd Judy. All ayes. Motion carried.**

Submitted by: Karla Rolwes; Village Clerk