

VILLAGE OF ELIZABETH
Village Hall / 310 N. West St. / Elizabeth, IL
Wednesday, October 21st, 2020 @ 7:00 p.m.
BOARD MEETING MINUTES

Attending: Mike Dittmar-Mayor; Meagan Szykowski, Preston Taylor, Jason Thomasson, Denise Anderson, Melody Landwer, Judy Glew-Trustees; Terry Kurt-Village Attorney; Scott Toot-Police Chief; James Mensendike-PW Superintendent; Kent Dauphin-Treasurer; Jared Fluhr (zoom-MSA); Dan Pepin (zoom-CFPS), Karla Rolwes-Clerk

- I. Call to Order - Mayor Dittmar called the meeting to order.
- II. Roll Call - 6 Trustees present
- III. Approve any Board Agenda additions
 - A. Election Day (new business) - Discussion only; no motion needed.
- IV. Audience
 - A. Kyle Knauer re: vacating the street behind his house on Orange St. (follow up from last months' meeting) - Kyle didn't attend. Added to the November Public Works agenda.
- V. MSA
 - A. Locust St. Sewer Project Update
 1. Discussion and possible action to approve the Notice of Award for the Locust Street Sanitary Sewer Rehabilitation Project to Fischer Excavating (Bid Amount: \$893,854.80) - **Motion to approve the notice of award. 1st Meagan. 2nd Preston. Roll call vote. All ayes. Motion carried.**
 - B. IEPA Catlin St. Water Improvement Project Update - No update.
 - C. Downtown Sidewalk Project Update
 1. Approve the Downtown US 20 Phase 1 Engineering Supplemental Agreement with MSA (State's portion) - This agreement is for \$193,543.70 that is reimbursed 100% by the state. **Motion to approve. 1st Judy. 2nd Denise. All ayes. Motion carried.**
 - D. Splash Pad Update - No update.
 - E. Discussion and possible action on Poplar Drive Extension Cost Estimates - The Cost Estimate of \$355,000 was reviewed. No action taken.
- VI. CFPS, Inc.
 - A. Locust St. Sewer Project - No update.
 - B. IEPA Water Improvement Project - No update.
 - C. Downtown Sidewalk Project Update (*Public Hearing to be held at 6:30 prior to this meeting via zoom*) - The public hearing was held prior to this meeting.
 1. Approve the IDOT ITEP Grant Resolution of Support - The Village is responsible for \$430,060.00 for preliminary engineering, design and

construction. **Motion to approve the resolution (#2020-1021A). 1st Jason. 2nd Meagan. Roll call vote. All ayes. Motion carried.**

2. Approve Cost Estimate for ITEP Phase 2 grant application services - Dan will have this ready to present at the November Public Works meeting.

D. Splash Pad Update - The DNR recently asked for more information with regards to the environmental information submitted. Dan sent the additional information they requested.

E. Approve the Redevelopment Agreement for A to Z Environmental Services, Inc. (TIF payout of \$8,018.07 over five years was approved on the consent agenda last month) - **Motion to approve the Redevelopment agreement AND the Ordinance for the Redevelopment Agreement (Ord. #2020-1021B). 1st Melody. 2nd Judy. Roll call vote. All ayes. Motion carried.**

F. Approve the Ordinance for the Redevelopment Agreement for A to Z Environmental Services, Inc. - This was included in the motion made above under E.

VII. Police Report - Chief Toot delivered the report.

VIII. Minutes

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

B. Special Board Meeting 9/24/20 - **Motion to approve the minutes. 1st Judy. 2nd Melody. All ayes. Motion carried.**

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

X. Finances

A. Treasurer's Report - Kent delivered the report. **Motion to approve. 1st Denise. 2nd Meagan. All ayes. Motion carried.**

B. Payment of Bills - **Motion to pay the bills for a total amount of \$49,024.64. 1st Preston. 2nd Judy. Roll call vote. All ayes. Motion carried.**

C. Budget

XI. Committee Reports

A. Public Works

1. Discussion and possible action on the Exterior Beautification Grant for 210 W. Catlin St. - **Motion to approve the application for \$500, but wait to pay out until after 5/1/21 when the new FY budget begins. 1st Preston 2nd Judy. Roll call vote. All ayes. Motion carried.**

2. Discussion and possible action on the Sidewalk Cost Share for the Lutheran Church (411 Catlin St.) - Application was received but not the cost estimate, so referred to November Public Works.

3. Wall replacement/repair at 319 N. Hickory St. and discussion on handrail requirements - James stated that when Jackson concrete is here setting the panels, he's going to ask them to take the wall back a bit to make the roadway wider

since that area is used for on-street parking. The wall will be 30 inches tall. It was determined that a handrail is not needed since there isn't a walkway next to this wall. This project will be completed next year (due to Jackson Concrete's booked schedule).

4. Discussion and possible action on the cost estimate for repairs wall repairs (see PW mins) in front of Dave Lamkin's house on Washington St. - This wall repair will be completed this year because railroad ties have already fallen into Dave's yard. This is also a wall that supports our road. James said we were able to save money by incorporating the steps (between his and Heidi Ries' house) into the bid. Sidewalk repair will also be replaced in this area too. A handrail is required here. James is waiting to hear back on a cost estimate for this.

B. Administrative

C. Economic Development

XII. Attorney Comments

- A. Update on IDOT Hwy 20 Maintenance agreement (Review of old agreements and letters) - The Village has gotten all of their correspondence together in preparation for their meeting with IDOT. Reviewed the bad condition of the sinking drain in front of David & Dena Brown's house on Hwy 20. Sits a good 6-8 inches below road level. Main concern is a large semi (which IDOT frequently allows overweight permits) to hit it and have it collapse. This will remain on the agenda for continued updates and discussion. It was decided to push the meeting with IDOT back until late winter/early spring.
- B. Condemning Tract 1 of the Rayhorn survey on Illinois St. (Admin committee approved this on 10/7/20) to begin the process of eminent domain - Terry clarified that "condemnation and eminent domain are the same thing. He said to complete this process, it would cost approximately \$1,000 and take about 4 months. **Motion to condemn tract 1 of the survey. 1st Melody. 2nd Judy. Roll call vote. All ayes. Motion carried.** One this is complete, the Village will surplus it out and sell it to Carol Rayhorn for \$1 so she can complete the lot sale.

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

- A. Apple River Fort annexation update - No update.
- B. Streicher property survey (Sycamore St.) - Still waiting on a cost estimate from Lyle Eaton. Added to the November Public Works agenda.
- C. TIF Extension update - Mike would like these finalized before the end of the year. Karla to work on getting remaining letters finalized.

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

- A. Discussion and possible action on the cost estimate for B.E Creative for building architectural services - Mike spoke with Brian Engle before the meeting. He stated he would work on getting cost estimates for everything on the Village's list for the building at a fee of \$100/hr, not to exceed 30 hours. Brian felt he would take him about 15 hours

but didn't want to commit to a figure. **Motion to approve this verbal contract up to \$3,000. 1st Preston. 2nd Denise. Roll call vote. All ayes. Motion carried.**

- B. Discussion and possible action on the Jo Daviess County Animal Control Agreement for December 1, 2020 through November 30, 2021 - This contract states a cost of \$300 per dog. **Motion to approve the contract. 1st Judy. 2nd Melody. Roll call vote. All ayes. Motion carried.**
- C. Update Bed & Breakfast Code and Hotel Motel Tax - Mike suggested we look at this again since airbnb and vrbo are becoming such a common thing. Currently this is collected through the County and goes straight to GGMI which does a great job promoting Elizabeth. Added to the Admin committee to further discuss the current Ordinance and if we want to make any changes.
- D. Set a time to look at the nursing home building for a future incubator, daycare or possible NWSE expansion - 11/7 at 10:00. Meet at Village Hall. Karla to post a special board meeting notice 48 hours prior and state locations.
- E. Election Day -This year it was passed in the general assembly that this is a holiday for all government employees. IML successfully filed a suit stating that local governments should be allowed to do what is in their best interest. The Village employees will continue to work on Election Day.

XV. Mayor's Comments - None

XVI. Correspondence

- A. Thank you letter regarding alley resurfacing from Daryl Steinhagen

XVII. Executive Session - Potential Real Estate Purchase - **Motion to go into Executive Session. 1st Preston. 2nd Judy. All ayes. Motion carried.**

- A. Discussion and possible action - No action taken in closed session. **Motion to come out of Executive Session. 1st Preston. 2nd Melody. All ayes. Motion carried.**

XVIII. Adjournment - **Motion to adjourn. 1st Preston. 2nd Judy. All ayes. Motion carried.**
Adjourned at 8:43 p.m.

Submitted by: Karla Rolwes; Clerk