

VILLAGE OF ELIZABETH
BOARD MEETING MINUTES
Wednesday May 20th, 2020 @ 7:00 p.m. ZOOM

Attending via Zoom: Mike Dittmar-Mayor; Denise Anderson, Preston Taylor, Judy Glew, Meagan Szynkowski, Jason Thomasson, Melody Landwer-Trustees; James Mensendike-Public Works Superintendent; Scott Toot-Police Chief; Karla Rolwes-Clerk

- I. Call to Order - Mayor Dittmar called the meeting to order via zoom.
- II. Roll Call - All trustees present.
- III. Approve any Board Agenda additions
 - A. Rebuild Illinois State Grant (Discussion) - Discussion on possible options the Village could utilize on this. Dan, Jared and Mike to discuss this further next week to determine if any of the current projects fit into these guidelines. Applications are due 6/14 and it's first come first serve. Must be a minimum of \$500,000 project.
- IV. Audience - Brandon Behlke- Galena Gazette
- V. MSA
 - A. Locust St. Sewer Project Update - The bid opening for this project was hosted today at 4:00 via zoom. Fischer Excavating was the only bid submitted. It came in at 27% higher than the budgeted construction bid. MSA will discuss this with USDA to determine how to move forward.
 - B. IEPA Catlin St. Water Improvement Project Update
 - C. Downtown Sidewalk Project Update
 1. Help downtown businesses with internal ramps
 2. Identify coal shoots
 3. Billing Clarification
 4. Detour route
 - D. Cost Estimate on Concept 2 for Handicapped / Elderly parking at Upper Ballfield - moved to PW agenda
 - E. Continued discussion on new school parking lot - moved to PW agenda
 - F. Discussion on Poplar Dr. extension - No update at this time; moved to PW agenda
- VI. CFPS, Inc.
 - A. IEPA Water Improvement Project
 - B. Locust St. Sewer Project
 - C. Splash Pad Update - No update since last month.
 - D. Downtown Sidewalk Project - See below under J.
 - E. Discussion and possible action on TIF reimbursement for Jug's Main St. Tap - Dan is still working on going through all the receipts for this project to determine eligible reimbursement costs.

- F. Discussion and possible action on TIF reimbursement for Hazelwood Properties (Linda & Mike Gansta) - Dan is still going through the receipts on this project to determine eligible reimbursement costs.
 - G. TIF Inducement Agreement for BETown, LLC for 218 N. Main St. - **Motion to approve the Inducement agreement for BETown LLC and Clover Rehab & Rentals LLC. 1st Judy. 2nd Melody. Roll call vote. All ayes. Motion carried. (Resolution #2020-0520A)**
 - H. TIF Inducement Agreement for Clover Rehab & Rentals LLC (117 N. Main St.) **This agreement was included in the above motion.** Both inducements were approved in the same motion. **(Resolution #2020-0520B)**
 - I. TIF Inducement Agreement for The Little Keg - Dan forwarded this TIF request to Kathy Orr for assistance and is waiting to hear back.
 - J. Update on grant opportunity through Blackhawk Hills for Downtown revitalization due to pandemic (for sidewalk project costs) - This is an EPA grant and is a 50/50 grant. Dan feels it would be best to continue with ITEP on this since it's an 80/20 grant and overall a better match for our Downtown Sidewalk Project.
- VII. Police Report - Chief Toot delivered the report.
- VIII. Minutes
- A. Regular / April 2020 - **Motion to approve the minutes. 1st Denise. 2nd Preston. All ayes. Motion carried.**
- IX. Consent Agenda (NONE)
- X. Finances
- A. Treasurer's Report - **Motion to approve the report. 1st Judy. 2nd Jason. All ayes. Motion carried.**
 - B. Payment of Bills - **Motion to pay the bills. 1st Meagan. 2nd Jason. Roll call vote. All ayes. Motion carried.**
 - C. Budget
 - 1. Approve interfund transfers for the end of FY20 - Kent and Mike went over this in a conference call earlier in the week.
- XI. Committee Reports
- A. Public Works (NO MEETING THIS MONTH)
 - 1. Fire Hydrants - James will be checking new maintenance procedures/requirements. Added to June PW meeting.
 - 2. Estimate for 2020 Chevy Silverado 2500 - Added to June PW meeting.
 - 3. Carol Rayhorn lot - monthly billing to start 6/1/20? - Moved to June PW agenda.
 - 4. Verbiage on Water Service application (to include something about proper way to terminate service?) - Moved to June PW agenda.
 - B. Administrative (NO MEETING THIS MONTH)
 - C. Economic Development

1. Discussion on Storage building /office space for Rescar - Mike addressed the board to think of ideas on this.

XII. Attorney Comments

- A. Cost estimate for putting Zoning guidelines into an ordinance - Added to June board meeting. Terry felt this would not exceed \$1,000.
- B. Approve the Emergency Declaration Ordinance - The emergency declaration is in place. The paperwork is a formality and will be approved next month. Added to the June board agenda.
- C. Amended Ordinance regarding proper way to disconnect water lines at the main - Added to the June PW agenda.
- D. Update on IDOT Hwy 20 Maintenance agreement - No update this month.
- E. Sycamore St. Cease and Desist letter - No update this month.

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

- A. Generator / Storm shelter at Village Hall - Added to June PW agenda.
- B. Approve location of the light pedestal by Community Bldg donated by Kloss family for Harvey - Mike asked Don Schellenberger to mark the applicable area but to date it hasn't been done.
- C. Continued discussion on utility payments and guidelines - Added to June PW agenda.
- D. Discussion on ambulance service at Freedom Fest - No update. Freedom Fest moved to 8/20/20.
- E. Holcomb property annexation - Kathy Orr is still finalizing things on her end with this. Should be hearing something from her soon.

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

- A. Approve early TIF payouts for 2020 - Added to June Admin agenda.
- B. Fair Liquor License - Added to June Admin agenda.
- C. Loan for Generator at Village Hall - No discussion.
- D. Approve Small Business Gap Loan for The Clothes Bin - **Motion to approve the small business loan for The Clothes Bin and The Little Valley Life. 1st Judy. 2nd Preston. Roll call vote. All ayes. Motion carried.**
- E. Approve Small Business Gap Loan for The Little Valley Life - included in the above motion under D.
- F. Cost estimate for masks for village residents - Mike would like to provide masks for Elizabeth residents. Added to June Admin agenda.
- G. Discussion and possible action on Exterior Beautification Grant for 406 S. Main St. (James & Molly Mensendike) - Added to June PW agenda.

XV. Mayor's Comments

- A. CTE annexation hearing will be 6/17 at 6:45 (prior to Board meeting)

XVI. Correspondence

A. Thank you card from Betty Marcure to Elizabeth P.D.

XVII. Executive Session

A. Discussion and possible action

XVIII. Adjournment - **Motion to adjourn. 1st Melody. 2nd Jason. All ayes. Motion carried.**
Adjourned at 7:32 p.m.

Submitted by: Karla Rolwes, Village Clerk