

**VILLAGE OF ELIZABETH**  
**Village Hall / 310 N. West St. / Elizabeth, IL**  
**Wednesday, September 16th, 2020 @ 7:00 p.m.**  
**BOARD MEETING MINUTES**

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

- I. Call to Order - Mayor Dittmar called the meeting to order.
- II. Roll Call - 4 Trustees present; 2 absent
- III. Approve any Board Agenda additions
  - A. Health Department accepting sealed bids - This will be discussion only. **Motion to approve the agenda addition. 1st Judy. 2nd Denise. All ayes. Motion carried.** Mayor Dittmar and the Board are going to set up a time to view the property ASAP.
- IV. Audience
  - A. Kyle Knauer re: vacating the street behind his house on Orange St. - Kyle requested the alleyway behind the home he will be purchasing soon (310 Orange St.) be vacated. That would landlock the lot behind the alley. Therefore, Terry Kurt will look into the proper procedures. The Village would also require a utility easement, so Terry to confirm rules for building setbacks from easement. Follow up next month.
  - B. Dale Roberts re: A to Z Environmental TIF - Didn't attend. No discussion.
  - C. Roger Bronkema; the new pastor of the Elizabeth Methodist Church, came to introduce himself and asked about the community's procedures in the event of a natural disaster. Mayor Dittmar explained the high priority plans to get a generator at Village Hall to use as a storm shelter; the Elizabeth Fire Department clears streets, Jo Carroll does power restoration and volunteers are welcome to assist when possible on yard clean up, supplies, etc. Roger is part of a community outreach organization that could assist.
- V. MSA
  - A. Locust St. Sewer Project Update - They prepared the Notice of Award to accept Fischer's bid. It will be formally discussed and approved at the October board meeting. There's a possibility that this may begin yet this year.
  - B. IEPA Catlin St. Water Improvement Project Update - Still waiting on the go ahead from IEPA before we can put the project out for bid.
  - C. Downtown Sidewalk Project Update - Still waiting for the amended joint agreement from the state for Phase 1 engineering. Can begin applying for Phase 2 ITEP Grant (due November 2020). Mike requested a cost estimate from MSA and CFPS for their services so we can plan for them. Added to the October Public Works meeting.
  - D. Splash Pad - Topography work is done. Now they are working with Vortex (vendor) on a concept drawing. The plan is to incorporate a turtle theme. In the future, the Village is

going to publicly announce we are accepting donations to “sponsor” a vertical feature and mark that feature with a dedication plate. Jared brought up the parking lot. We need to coordinate the parking lot resurfacing with the splash pad concept. This was added to the PW & Admin meetings for next month to discuss funding options and what route to go in fixing it.

1. Set a date for design meeting - Email will be sent with date options for next week or the first week of October.

E. Poplar Drive Extension Cost Estimates - Jared said he will have this to present at the October Public Works meeting. Mike said this is a priority because if it isn't going to be feasible then we want to move on to other options.

VI. CFPS, Inc.

A. IEPA Water Improvement Project - Still waiting on IEPA approval.

B. Locust St. Sewer Project - Confirmed that we have the paperwork from USDA to be approved tonight, which we do (loan resolution). Originals will be sent overnight to Lorali Heintzelman (USDA) tomorrow.

C. Splash Pad Update - Waiting to hear back from the IDNR on environmentalals that were sent.

VII. Police Report

A. Discussion and possible action on purchasing a squad car camera from the Stockton Police Department (approx. \$800) - **Motion to approve the purchase. 1st Denise. 2nd Judy. Roll call vote. All ayes. Motion carried.**

VIII. Minutes

A. Regular / August 2020 - **Motion to approve. 1st Preston. 2nd Denise. All ayes. Motion carried.**

B. Joint Review Board Meeting (8/25/20) - **Motion to approve. 1st Denise. 2nd Preston. All ayes. Motion carried.**

C. Special Board Meeting (9/2/20) - **Motion to approve. 1st Denise. 2nd Preston. All ayes. Motion carried.**

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

X. Finances

A. Treasurer's Report - Kent delivered the report.

B. Payment of Bills - **Motion to pay the bills. 1st Preston. 2nd Jason. Roll call vote. All ayes. Motion carried.**

C. Budget

XI. Committee Reports

A. Public Works

1. Approve cost share for driveway approach at 101 & 103 Elm Lane (shared driveway) for \$1,050 - **Motion to approve. 1st Jason. 2nd Denise. Roll call vote. All ayes. Motion carried.**

- B. Administrative
- C. Economic Development

XII. Attorney Comments

- A. Update on IDOT Hwy 20 Maintenance agreement - The Village received a letter in response to our request to opt out of the 2007 maintenance agreement contract. IDOT stands behind it and isn't budging. Before COVID-19 the Village requested a meeting with IDOT to discuss this. That never happened. The Mayor of East Dubuque and Galena's City Administrator said to keep them in the loop on any response that we got. Therefore, Mayor Dittmar is going to reach out to those city officials and our State Rep., Andrew Chesney, tomorrow to collaborate a response to IDOT and reiterate the fact that our communities don't have the funds to maintain a federal highway. James feels that IDOT is in breach of the contract for not properly maintaining the states' portion of the highway, which in turn, is destroying our portion.

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

- A. Christmas Banner inventory - James said that we have enough.
- B. Apple River Fort annexation update - To date we haven't gotten a response from our formal request to annex (mailed on 8/25/20). Will wait until next month to do a follow up if still no response.
- C. Streicher property survey (Sycamore St.) - Karla will continue to work on getting prices on this. Follow up at the October Public Works meeting.

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

- A. Approve the amended FY21 Appropriation Ordinance (#2020-0916A) - **Motion to approve. 1st Preston. 2nd Denise. Roll call vote. All ayes. Motion carried.**
- B. Discussion and possible action on approving amended ordinance 7-2-6 (to increase the parking fine from \$10 to \$20) (#2020-0916B) - **Motion to approve. 1st Jason. 2nd Denise. Roll call vote. All ayes. Motion carried.**
- C. Discussion and possible action on approving the USDA Loan Resolution for the Locust St. Sanitary Sewer System - **Motion to approve the resolution. 1st Jason. 2nd Denise. Roll call vote. All ayes. Motion carried.**
- D. Discussion and possible action to amend Ordinance 9-3-4 to include the "Water Only" meter option (#2020-0916C) - **Motion to approve. 1st Denise. 2nd Preston. Roll call vote. All ayes. Motion carried.**
- E. Discussion and possible action on the TIF Inducement for 145 N. Main St. (Steve McIntyre) (#2020-0916D) - **Motion to approve the inducement agreement. 1st Jason. 2nd Judy. Roll call vote. All ayes. Motion carried.**
- F. Trick or Treat - **Motion to approve trick or treating from 4-7 p.m. on 10/31 following the guidelines set in place by the IDPH. 1st Denise. 2nd Jason. All ayes. Motion carried.**

- G. Pay Elizabeth Chamber dues - **Motion to pay the \$50 dues. 1st Jason. 2nd Judy. Roll call vote. All ayes. Motion carried.**
- H. Discussion on grant opportunities for a Business Incubator - Mayor Dittmar says now is the time to pursue a location to bring this to Elizabeth. Options would be the County Health Department property on Myrtle St (which is currently for sale) or the Nursing Home. The Village will continue to actively pursue this.
  
- XV. Mayor's Comments - None
  
- XVI. Correspondence - None
  
- XVII. Executive Session - None
  - A. Discussion and possible action
  
- XVIII. Adjournment - **Motion to adjourn. 1st Judy. 2nd Jason. All ayes. Motion carried.** Adjourned at 8:33 p.m.

Submitted by: Karla Rolwes; Clerk