

VILLAGE OF ELIZABETH

BOARD MEETING MINUTES

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

Wednesday, April 20th, 2022 @ 7:00 p.m.

Attending: Mike Dittmar-Mayor; Denise Anderson, Melody Landwer, Judy Glew, Meagan Szykowski, Nate Karberg-Trustees; Terry Kurt-Village Attorney; Fred Cass-Police Chief; Duane Brotherton-PW; Karla Rolwes-Clerk

Absent: Jason Thomasson-Trustee; James Mensendike-PW Superintendent

- I. Call to Order - Mayor Dittmar called the meeting to order.
- II. Roll Call - 5 trustees present; 1 absent
- III. Approve any Board Agenda additions - None
- IV. Audience - Jody Landwer with JDC Construction attended and gave the board an update on the village hall remodel. Stated that the floor joists on the north side of the building are severely rotted from water damage. Replacement is needed to ensure its safe. Cistern was discovered under the building. That will be filled in, along with other measures to stop water from entering the basement on that side. This will extend the time needed for this project. The Mayor and board agreed to do what it takes to do it right. Mike asked that Jody put together an estimate in writing so we can budget accordingly for next FY. His original bid was already changed to time and material so no further changes are needed with that regard.
Steve McIntyre attended to observe.
- V. MSA - Didn't attend. Jared provided a project update which is summarized below.
 - A. Locust St. Sewer Project - a letter will be sent to Fischer/M&M Concrete regarding the concrete curb "pop out" issue to be resolved through the warranty/defective work provisions. MSA recommends holding the final payment to Fischer until this is resolved.
 - B. Catlin St. Water Improvement Project - No update.
 - C. Well House Improvements Project - No update
 - D. Splash Pad Project -No update. MSA recommends holding off on final payment to Fischer until the few remaining punch list items are completed.
 - E. Downtown Sidewalk Project - Work on the corridor design and water main rerouting continues. The coordination meeting with IDOT is tomorrow at 1:00.
 - F. Unsewered Community Grant (IEPA)
 - G. Sycamore St. Sewer Extension - No update
- VI. CFPS, Inc. - Didn't attend. No update.
 - A. Locust St. Sewer Project (USDA)
 - B. Catlin St. Water Improvement Project (IEPA Project#17-5615)
 - C. Well House Project (IEPA Project #17-5787)
 - D. Splash Pad Update (OSLAD)
 - E. Downtown Sidewalk Project

- F. DCEO Grant #HR210018
- G. Unsewered Community Grant (IEPA)
- H. Electrical work at NWSE building (*leave on agenda*)

VII. Police Report

VIII. Minutes

- A. Regular / March 2022 - **Motion to approve the minutes. 1st Judy. 2nd Melody. All ayes. Motion carried.**
- B. Special Board Meeting 4/6/22 - **Motion to approve the minutes. 1st Denise. 2nd Meagan. All ayes. Motion carried.**

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

- A. Inducement Agreement for Three Sisters Sweet Shoppe (2022-0420A)
- B. Approve the increase the video gaming machine fees from \$25/machine to \$250/machine beginning May 2023
- C. Approve the increase of monthly legal fees from \$883 to \$1,250 per month and hourly fee increase from \$100/hour to \$150/hour
- D. Approve the Radio Dubuque AD for Freedom Fest (\$495)

X. Finances

- A. Treasurer's Report - **Motion to approve the report. 1st Melody. 2nd Judy. All ayes. Motion carried.**
- B. Payment of Bills - **Motion to approve the bills in the amount of \$37,452.26. 1st Denise. 2nd Meagan. Roll call vote. All ayes. Motion carried.**
- C. Budget

XI. Committee Reports

- A. Public Works
- B. Administrative
- C. Economic Development- Mike gave an update on the meeting from last night with Sandra Wiene, new owner of the nursing home/assisted living building. They are going to be making updates to the apartments and begin renting them out. The nursing home portion of the building is possibly going to be torn down.

XII. Attorney Comments

- A. EV charging station fees - Tabled to next month.
- B. Ordinance restricting the use of conex containers - Terry provided an example ordinance from another community to reference. Added to the May Public Works agenda.
- C. Discussion and possible action on updating the liquor license ordinance to allow for BYOB at Lola's Deli (need to determine a fee, then update application and ordinance accordingly) - No action taken. Terry will make some minor revisions and this will be on the agenda for next month.

- D. Need an ordinance to reflect no parking, other than EV charging, in marked spaces at Terrapin Park - It was decided to change the verbiage in this to say “all EV charging spaces” instead of just the ones in Terrapin Park. Terry will make the revisions and this will be on the agenda for action next month.

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

- A. Mapping Project (leave on agenda) - Mike gave an update on this under Economic Development earlier in the meeting.
- B. Village of Elizabeth Zoning Ordinance (leave on agenda) - A review meeting was held prior to the board meeting tonight. The next one will be prior to the May board meeting on 5/18 at 6:00.
- C. Discussion on purchasing the land between the Village burn pile and Sewer plant (leave on agenda) - No discussion.

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

- A. United Way “Day of Action” 6/23 (see handout) - Yes the Village will participate again this year. Karla will submit the request form.
- B. Approve Elizabeth Fair Parade Resolution (7/23 from 11:00 am - 12:30 pm) - **Motion to approve. 1st Judy. 2nd Denise. All ayes. Motion carried. (2022-0420B)**
- C. Approve paying for the Sales Tax Graph publication in the Gazette (\$144), Flash (\$175) and Scoop (\$130.05) for a total of \$449.05 - **Motion to approve. 1st Melody. 2nd Denise. Roll call vote. All ayes. Motion carried.**
- D. Labor and materials bills (Hoskins, Brian Brown) for dugout renovations done last year (totaling \$2,203) - **Motion to approve. 1st Meagan. 2nd Judy. Roll call vote. All ayes. Motion carried.** Pay out of park fund.
- E. TIF Analysis for David Brown Construction 07-001-283-15 - Reviewed the submitted invoice and tax bill. Agreed on a 25% reimbursement. Will have Kathy Orr draft a Redevelopment Agreement and have on the May board meeting agenda for action.
- F. Approve the purchase and installation of the splash pad donor plaque from Lange Sign in the amount of \$1,008 - **Motion to approve. 1st Nate. 2nd Denise. Roll call vote. 4 ayes. 1 abstain (Glew). Motion carried.** This will come out of the park budget.
- G. Discussion and possible action to renew the maintenance service agreement for the admin copy machine (includes option to purchase upgrade) - It was decided to purchase a new copy machine. Village was paying anywhere from \$50-65 a month for a service agreement on the old machine. New cost will be \$144.63 per month and includes the service agreement (48 months). **Motion to approve. 1st Melody. 2nd Judy. All ayes. Motion carried.** The Village will keep the old copier for PW or Police.
- H. Purple Park upgrade (\$95,000 from GGMI) - Mayor Dittmar explained the money we will be receiving from GGMI and how the funds are anticipated to be spent on revamping Village Park.

XV. Mayor’s Comments - Christmas Party/Covid Heroes party will be 6/4 at Cajun Jacks

XVI. Correspondence - None

XVII. Executive Session - None

A. Discussion and possible action

XVIII. Adjournment - **Motion to adjourn. 1st Judy. 2nd Meagan. All ayes. Motion carried.**
Adjourned at 8:00 p.m.

Submitted by: Karla Rolwes, Village Clerk