

# VILLAGE OF ELIZABETH

## BOARD MEETING MINUTES

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

Wednesday, May 18th, 2022 @ 7:00 p.m.

Attending: Mike Dittmar-Mayor; Denise Anderson, Jason Thomasson, Melody Landwer, Nate Karberg, Judy Glew, Meagan Szykowski-Trustees; Terry Kurt-Attorney; Fred Cass-Police Chief; Duane Brotherton-PW; Kent Dauphin-Treasurer; Karla Rolwes-Clerk  
Absent: James Mensendike-PW Superintendent

- I. Call to Order - Mayor Dittmar called the meeting to order at 7:02.
- II. Roll Call - All trustees present.
- III. Approve any Board Agenda additions - None
- IV. Audience - Pastor Roger with Community of Christians spoke about their upcoming events (community meal program at the Methodist Church, root beer float booth at Spring Fling, providing meals to the fireman after their safety training in July & September, elderly VBS program).  
Steve McIntyre to observe.
- V. MSA - Didn't attend. Provided the updates below.
  - A. Locust St. Sewer Project - No update since last month.
  - B. Well House Improvements Project (IEPA) - No update.
  - C. Splash Pad Project - No update
  - D. Downtown Sidewalk Project - The coordination meeting with IDOT went well on 4/21. IDOT provided guidance and potential variance requests regarding the detour. MSA is preparing cost estimates/impacts for a few detour options.
  - E. Unsewered Community Grant (IEPA) - No update.
  - F. Sycamore St. Sewer Extension - The sewer construction permit was received. MSA will be discussing the next steps with James.  
Next month Karla will add the subdivision ordinance to the agenda as the Village works with MSA to finalize this.
- VI. CFPS, Inc. - Didn't attend. Provided the updates below.
  - A. Locust St. Sewer Project (USDA) - The Village is still finalizing how to spend the remaining grant dollars; then we are ready to close out this project.
  - B. Well House Project (IEPA Project #17-5787) - No update (IEPA has our application - just waiting to hear back)
  - C. Splash Pad Update (OSLAD) - Dan is finally getting some communication from DNR. They've requested some items and he's providing what they request. Continues to be a slow process.

- D. Downtown Sidewalk Project - Since this project wasn't part of IDOT's 5 year plan, Dan has suggested looking at other funding options. This depends on where MSA is with design.
  - E. DCEO Grant #HR210018 - Agency approval was received. Waiting for completion of the environmental review.
  - F. Unsewered Community Grant (IEPA) - Word was received from IEPA this week that our application "is anticipated to be funded." Dan will be following up on this to see what the next step is.
  - G. Electrical work at NWSE building (*leave on agenda*)
- VII. Police Report - Fred gave an update on the new squad. He is hosting the Chief's meeting tomorrow at Cajun Jacks. He plans to address "drifters."
- VIII. Minutes
- A. Regular / April 2022 - **Motion to approve the minutes. 1st Denise. 2nd Jason. All ayes. Motion carried.**
  - B. Special Board Meeting 4/26/22 FY Closeout - **Motion to approve the minutes. 1st Judy. 2nd Melody. All ayes. Motion carried.**
- IX. Consent Agenda - **Motion to approve all items. 1st Judy. 2nd Meagan. Roll call vote. All ayes. Motion carried.**
- A. Approve asbestos testing in the old lockers room at the school building at a cost not to exceed \$250
  - B. Approve awarding the Village Scholarship to Dominic Geerts (\$1,000)
  - C. Approve the purchase of a rubber crack sealer for public works (\$2,122)
  - D. Approve the contractors permit request from T-Mobile for the antenna and cable replacement on the water tower at 511 S. Main St.
- X. Finances
- A. Treasurer's Report - Kent delivered the report. Explained consolidation of accounts for USDA bond reserve options. This was added to our budget meeting on 6/8 for more discussion. **Motion to approve the treasurer's report. 1st Melody. 2nd Denise. All ayes. Motion carried.**
  - B. Payment of Bills - **Motion to pay the bills in the amount of \$30,695.21. 1st Meagan. 2nd Judy. Roll call vote. All ayes. Motion carried.**
  - C. Budget (Meeting is set for 6/8 at 5:00 to begin planning the FY23 budget)
- XI. Committee Reports
- A. Public Works
  - B. Administrative
  - C. Economic Development

XII. Attorney Comments

- A. Amended contract between the Village and NWSE to account for janitorial services being the responsibility of NWSE beginning 7/1/22 - This contract was amended to reduce the annual rent by \$16,900 to account for the janitorial services that will now be the responsibility of NWSE. **Motion to approve the amended contract. 1st Judy. 2nd Nate. Roll call vote. All ayes. Motion carried.**
- B. Ordinance restricting the use of conex containers - After reviewing the example that Terry provided, the Village stated the items that do want included in our ordinance, and what is not necessary. This will be on next month's agenda for discussion and possible action.
- C. Ordinance restricting residents from charging for personal EV station usage - **Motion to approve the ordinance. 1st Denise. 2nd Meagan. Roll call vote. All ayes. Motion carried. (2022-0518A)**
- D. Discussion and possible action on updating the liquor license ordinance to allow for carry in beer and wine at Lola's Deli - **Motion to approve the amendment to ordinance 4-2-9. 1st Judy. 2nd Jason. Roll call vote. All ayes. Motion carried. (2022-0518B)**
- E. Ordinance to reflect no parking, other than for EV charging, where marked - **Motion to approve the ordinance. 1st Denise. 2nd Meagan. Roll call vote. All ayes. Motion carried. (2022-0518C)**
- F. Amend Ordinance 4-4-5 to reflect new gaming machine fees of \$250/machine (currently \$25/machine) - **Motion to approve the amendment to take effect next fiscal year. 1st Melody. 2nd Judy. Roll call vote. All ayes. Motion carried. (2022-0518D)**

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

- A. Mapping Project (*leave on agenda*)
- B. Village of Elizabeth Zoning Ordinance (*leave on agenda*) - A review session was held prior to this meeting. Next review session will be either August or September.
- C. Discussion on purchasing the land between the Village burn pile and Sewer plant (*leave on agenda*) - No update on this. Mayor Dittmar will reach out to the potential buyers.

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

- A. TIF Redevelopment Agreement for David Brown Construction for a total payout of \$2,748 (and accompanying ordinance) - This will be a payout of \$2,748 split between two years. First payout will be this December. **Motion to approve the agreement. 1st Denise. 2nd Judy. Roll call vote. All ayes. Motion carried. (Ordinance 2022-0518E)**
- B. Review applications for the part-time Public Works job opening - Two applications were received. The board agreed that the Public Works department can make the call as to who to hire. Both applicants were considered good options.
- C. InterAgency User Agreement for a Liquor ORI (needed to comply with state requirements to obtain a new liquor license) - In order for the Village of Elizabeth to acquire an ORI number, this agreement is needed. Karla reviewed the situation with The Little Keg which spurred this. **Motion to approve entering into the agreement between the Illinois State Police and Requesting Government Agency. 1st Meagan. 2nd Denise. All ayes. Motion carried.**

- D. Open sealed bids for the 2008 Impala Squad Car - One bid was received. **Motion to approve the bid in the amount of \$3,205. 1st Melody. 2nd Judy. All ayes. Motion carried.**
- E. Put the restroom remodel at 310 West St. out for bid - No action taken.
- F. Discussion and possible action on the new reception desk and storage cabinet system for village hall (\$9,460) from Hoskins - **Motion to approve. 1st Judy. 2nd Meagan. Roll call vote. All ayes. Motion carried.**

XV. Mayor's Comments

- A. Christmas Party/Covid Heroes party will be 6/4 at Cajun Jacks - It was decided to cancel this and just have the Village staff/associates separate from the covid heroes.
- B. Movie guy - The same person that approached the village several years ago recently called the Mayor and asked if they can begin obtaining a permit to move forward. Karla to get the permit information for him.

XVI. Correspondence - None

XVII. Executive Session - None

- A. Discussion and possible action

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

Submitted by: Karla Rolwes; Village Clerk