

VILLAGE OF ELIZABETH

BOARD MEETING MINUTES

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

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

Attending: Mike Dittmar-Mayor; Denise Anderson, Melody Landwer, Judy Glew, Nate Karberg, Meagan Szykowski-Trustees; Kent Dauphin-Treasurer; Dan Pepin-CFPS; Karla Rolwes-Clerk
Absent: Jason Thomasson-Trustees; Fred Cass-Police Chief; James Mensendike, Duane Brotherton-Public Works

- I. Call to Order - Mayor Dittmar called the meeting to order at 7:02.
- II. Roll Call - 5 trustees present; 1 absent
- III. Approve any Board Agenda additions - New Business letter I. **Motion to add this to the agenda and take action. 1st Denise. 2nd Melody. All ayes. Motion carried.**
- IV. Audience
 - A. Larry Hanson re: speed limit on Poplar Dr. - Didn't attend. This issue is addressed under New Business letter G.
- V. MSA
 - A. Locust St. Sewer Project - MSA has continuously advised to hold off on final payment to Fischer Excavation for this project. USDA has been reaching out to Karla to get the construction account closed so the project can be closed out. The issues that haven't been resolved yet are being communicated about between MSA and Fischer. USDA stated this can be handled with the warranty/bond. Karla requested to move forward and close this out so that Fischer and J&R Supply can be paid and the account be closed. **Motion to pay the outstanding bills and close this account. 1st Melody. 2nd Meagan. Roll call vote. All ayes. Motion carried.**
 - B. Well House Improvements Project (IEPA) - Working on finalizing the schedule to put this project out for bid.
 - C. Splash Pad Project - No update
 - D. Downtown Sidewalk Project - No update
 - E. Unsewered Community Grant (IEPA) - No update
 - F. Sycamore St. Sewer Extension - The Village can proceed with obtaining quotes and materials. Just waiting on the modified permit.
 - G. Subdivision Ordinance - No update. Mayor Dittmar stated we need this ASAP
- VI. CFPS, Inc.
 - A. Well House Project (IEPA Project #17-5787) - This requires a 45 day period being published in the paper.
 - B. Splash Pad Update (OSLAD) - We received the final grant agreement this week. Dan requested a funding extension through the end of the calendar year (due to the extensive

delay on responses from DNR). He anticipates the remaining grant funds to be received in the next couple months.

- C. Downtown Sidewalk Project - The next ITEP cycle is open 8/1-9/4. Dan will try and get the project design from MSA. Originally Jared had said this would be completed around November so this would need to get put in motion asap.
- D. DCEO Grant #HR210018 - A revised fence quote was received from Hulscher. Dan will send it to DCEO and see if we can go with this versus getting multiple bids.
- E. Unsewered Community Grant (IEPA) - The grant agreement was received. Dan gave the documents to the Village which were approved and signed.

VII. Police Report - Fred didn't attend. There was a discussion on having a permanent decal versus magnet for the new pick up. Reasons stated for wanting permanent: looks professional, can't be removed, can't be stolen, won't rust underneath. Mayor Dittmar will ask Fred to get a quote for permanent and magnet so we can compare.

VIII. Minutes

- A. Regular / June 2022 - **Motion to approve. 1st Meagan. 2nd Judy. All ayes. Motion carried.**

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

- A. BETown LLC TIF inducement agreement
- B. Utility billing agreement with DSW Investments for 550 & 540 Pleasant St. to total \$1,000/month for one year (beginning 8/1/22)
- C. Water/Sewer hookup for 200 W. Roberts Ln.

X. Finances

- A. Treasurer's Report - Kent summarized his conversations with USDA about the old bonds (water treatment plant) and new bonds (Locust st) and how much reserve and depreciation each will require. He is working with them to determine the best way to handle the accounts and how much per month will be required to set aside. **Motion to approve the report. 1st Judy. 2nd Denise. All ayes. Motion carried.**
- B. Payment of Bills - **Motion to pay the bills in the amount of \$32,240.65. 1st Meagan. 2nd Melody. Roll call vote. All ayes. Motion carried.**
- C. Budget
 - 1. Discuss options regarding rate increases - Water and Sewer will see a 2% increase on base rates. This is substantially less than what was originally anticipated. Kent suggested using the current money set aside each month to the water emergency savings account. Since there is a sufficient balance in it already, it was agreed to use a portion of that to pay the Catlin St. IEPA loan payment.

XI. Committee Reports

- A. Public Works

- B. Administrative
- C. Economic Development

XII. Attorney Comments

- A. Ordinance restricting the use of conex containers - Terry provided a draft. Karla didn't have time to review it prior to the meeting. Moved to next month. No action taken.

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*)
- C. Discussion on purchasing the land between the Village burn pile and Sewer plant (*leave on agenda*) - This will be removed from the agenda. No action taken.

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

- A. Approve the annual MFT Resolution - **Motion to approve for \$24,999. 1st Meagan. 2nd Denise. All ayes. Motion carried. (2022-0720A)**
- B. Approve the FY23 Appropriation Ordinance - **Motion to approve the ordinance. 1st Denise. 2nd Melody. Roll call vote. All ayes. Motion carried. (2022-0720B)**
- C. Ordinance to set a public hearing date for the Georgetown Road. Development Project - **Motion to approve the ordinance setting the date for September 7th 2022 at 6:45. 1st Meagan. 2nd Melody. All ayes. Motion carried. (2022-0720C)**
- D. Set a date for Schapp Park Open House in July (Sunday 12-3) - Tentative date of 8/13 discussed. No action taken.
- E. Discussion and possible action on the Engagement letter from O'Connor & Brooks for FY23 (total costs \$20,125 vs last year was \$14,475) and discuss if we can set a deadline for audit completion - **Motion to approve hiring O'Connor & Brooks. 1st Meagan. 2nd Judy. Roll call vote. All ayes. Motion carried.** No action taken on the deadline requirement.
- F. Discussion and possible action on the Destination Marketing Management Agreement with GGMI - **Motion to approve the agreement. 1st Denise. 2nd Nate. Roll call vote. All ayes. Motion carried.** Once this is active we will create a revenue and expense line in the General Corp. fund.
- G. Speed limit concern on Poplar Dr. - A speeding concern was discussed. Currently if the road doesn't have a posted speed limit (which Poplar doesn't) it defaults to 30 mph per the ordinance. It was decided to lower it. **Motion to approve a speed limit of 25 mph. 1st Denise. 2nd Nate. All ayes. Motion carried.** Once the speed limit signs are posted it will begin being enforced.
- H. Sycamore St. Industrial Area parking rules (current vs proposed revisions) - Fred provided the revisions he would like enforced. He wasn't at the meeting to discuss it so it was given to Terry to put it in ordinance form for next month's meeting for discussion and possible action.
- I. Approve Hulscher Fencing Estimate (part of the DCEO grant) for \$56,420 - **Motion to approve the estimate for the lower ballfield field. 1st Melody. 2nd Judy. Roll call vote. All ayes. Motion carried.**

- XV. Mayor's Comments - Mike gave an update on the new TIF. Mike met with River Ridge School regarding new student enrollment. An agreement was reached. The Village will be entering into an intergovernmental agreement. Attorney Orr is drafting the TIF redevelopment agreement to reflect the funding terms agreed upon with the developers. This will be presented at the next school board meeting which Mike, Jason, and the developers are attending. All board members are invited to attend as well.
- XVI. Correspondence - Letter received stating the dissatisfaction with the junk cars and tires being allowed to stay in peoples' yards. Mayor Dittmar stated we will review our current ordinances and make amendments if needed to get this cleaned up.
Letter received from Montgomery Trucking notifying the village that residential garbage rates will increase from \$12.84/home to \$13.51/home beginning 8/1/22. Karla will post this on facebook and put in the letter going out to residents next week.
- XVII. Executive Session - None
A. Discussion and possible action
- XVIII. Adjournment - **Motion to adjourn. 1st Judy. 2nd Melody. All ayes. Motion carried.**

Submitted by: Karla Rolwes; Clerk

