

VILLAGE OF ELIZABETH
BOARD MEETING MINUTES
Village Hall / 200 E. Myrtle St. / Elizabeth, IL
Wednesday, August 17th, 2022 @ 7:00 p.m.

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

- I. Call to Order - Mayor Dittmar called the meeting to order.
- II. Roll Call - 3 Trustees present, 3 absent. Mayor Dittmar will vote to make quorum.
- III. Approve any Board Agenda additions - None
- IV. Audience - None
- V. MSA - Didn't attend. No updates.
 - A. Locust St. Sewer Project
 - B. Well House Improvements Project (IEPA)
 - C. Splash Pad Project
 - D. Downtown Sidewalk Project
 - E. Unsewered Community Grant (IEPA)
 1. Approve the contract for MSA to do the Preliminary Engineering Report -
Motion to approve the contract in the amount of \$28,000 which is grant funded. 1st Denise. 2nd Judy. Roll call vote. All ayes. Motion carried.
 - F. Sycamore St. Sewer Extension
 - G. Subdivision Ordinance
- VI. CFPS, Inc. - Didn't attend. No updates.
 - A. Well House Project (IEPA Project #17-5787)
 - B. Splash Pad Update (OSLAD)
 - C. Downtown Sidewalk Project
 - D. DCEO Grant #HR210018
 - E. Unsewered Community Grant (IEPA)
- VII. Police Report - Fred delivered the report.
- VIII. Minutes
 - A. Regular / July 2022 - **Motion to approve. 1st Judy. 2nd Melody. All ayes. Motion carried.**
- IX. Consent Agenda - **Motion to approve all items. 1st Judy. 2nd Denise. Roll call vote. All ayes. Motion carried.**

- A. Approve the closure of Sycamore Street on Saturday 9/24 from 9am - midnight for Oktoberfest hosted by Highway 20 Brewing Co.
- B. Sidewalk Cost Share application for 415 E. Poplar St.
- C. Pay Team Reil \$1,500 for their assistance/equipment to install the new playground equipment at Village Park

X. Finances

- A. Treasurer's Report - Mike reviewed the report in Kent's absence.
- B. Payment of Bills - **Motion to pay the bills in the amount of \$51,385.89. 1st Melody. 2nd Judy. Roll call vote. All ayes. Motion carried.**
- C. Budget
 - 1. Set a quarterly meeting - Scheduled for 9/14 at 5:00
 - 2. Sewer savings use for final CFPS Locust St. invoice - A final invoice from CFPS in the amount of \$7,500 was received after the Locust St. project had been closed out. Therefore we are unable to use USDA grant funds to pay it (we used the remaining funds on items for the sewer plant not realizing this was outstanding). Mike asked the board if they felt we should cover it with money from our sewer savings or just let the checking account cover it. It was decided to let the checking account cover it.

XI. Committee Reports

- A. Public Works
 - 1. Exterior beautification grant application for 115 N. Washington St. for sidewalk replacement to house
 - 2. Sidewalk cost share application for 115 N. Washington St. - **Motion to approve both items 1 & 2 under Public Works. 1st Melody. 2nd Judy. Roll call vote. All ayes. Motion carried.**
 - 3. Purchase of plow for Public Works truck \$9,126.70 - **Motion to approve the purchase and add the cost to the truck loan when it comes this fall. 1st Denise. 2nd Judy. Roll call vote. All ayes. Motion carried.**
- B. Administrative
- C. Economic Development

XII. Attorney Comments

- A. Ordinance restricting the use of conex containers - **Motion to approve. 1st Denise. 2nd Melody. Roll call vote. All ayes. Motion carried.**
- B. Discussion on Ordinance vs DACRA for clean up efforts in town (unregistered cars, boats, etc., unkept yards) - It was decided to begin using the DACRA software. Fred and Karla attended an information seminar on this last year but we held off since Fred was new to the Village but now Fred feels this will streamline the process of ticketing/ordinance violations. Terry will reach out to Alyssa (with East DBQ who is the admin for this program) to get the 3 ordinances needed which the Village will need to adopt. We do not need to change anything with our existing ordinances to do this. This will be on September's board agenda for action.

- 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*) - Next review meeting will be at 6:00 prior to the board meeting on 10/19
- XIV. New Business (*Other than Committee Mtg Minutes/Consent Agenda*)
- A. Discussion and possible action on the 2% water rate increase and 2% sewer rate increase to take effect in the September 1st billing cycle - **Motion to approve. 1st Melody. 2nd Denise. Roll call vote. All ayes. Motion carried.** This information was sent out to all residents of the Village at the end of July via newsletter which stated they could attend this meeting with questions/concerns and discussion. No one attended.
 - B. Restroom access for Jo Daviess County deputies (well house or splash pad restrooms) - The board decided the best option would be allow access to Village Hall instead of the outdoor restrooms since we winterize them. Karla will get the keys to Sheriff Turner.
 - C. Discussion and possible action on the pay scale increases for obtaining water/sewer license(s) - **Motion to approve. 1st Judy. 2nd Melody. Roll call vote. All ayes. Motion carried.**
- XV. Mayor's Comments - Mike stated that Jim Kahl is requesting to purchase 50 ft of the village parking lot by Roberts Ln where his new shop was just built. The shop is extremely close to the boundary line. Mike stated that Jim could attend a meeting to discuss it further. As of the initial conversation Mike and the board do not feel this is a good idea.
Mike stated the school board meeting went well Monday night and that River Ridge has agreed to enter into an intergovernmental agreement with the Village regarding the new TIF.
Mike and James are meeting with Ambrosia Wurster LLC next week to discuss the subdivision progress and request plans. They are requesting to purchase some land from the Village but Terry confirmed this would need to be declared surplus if the Village agrees to sell it.
There have been a few events recently at Terrapin Park where the conditions of the park following the event is not the way the Village would like it left. There will be a policy/guideline discussion at the next Public Works meeting.
- XVI. Correspondence - None
- XVII. Executive Session - None
- A. Discussion and possible action
- XVIII. Adjournment - **Motion to adjourn. 1st Melody. 2nd Judy. All ayes. Motion carried. 7:48 p.m.**

Submitted by: Karla Rolwes; Village Clerk

