

VILLAGE OF ELIZABETH
BOARD MEETING MINUTES
Wednesday, May 15, 2019 @ 7:00 p.m.

Attending: Mike Dittmar-Mayor, Judy Glew, Denise Anderson, Preston Taylor, Meagan Szykowski, Jason Thomasson -Trustees, Terry Kurt-Village Attorney, James Mensendike, Duane Brotherton-PW, Kent Dauphin-Treasurer, Karla Rolwes-Clerk

Absent: Melody Landwer-Trustee, Scott Toot-Police Chief

- I. Call to Order - Mayor Dittmar called the meeting to order at 7:00
- II. Roll Call - 5 trustees present, 1 absent (Jason Thomasson arrived late, 7:20)
- III. Approve any Board Agenda additions - **Motion to approve agenda additions A-C. 1st Judy. 2nd Denise. All ayes. Motion carried.**
 - A. TIF Inducement Agreement for 113 S. Main (Brian Staron) - Letter requesting TIF assistance was reviewed. **Motion to pass this to a TIF Inducement for Brian & Karen Staron. 1st Denise. 2nd Judy. All ayes. Motion carried.**
 - B. Discussion and possible action on O'Connor & Brooks agreement for our Audit, TIF report, Comptroller's Report, Tax Levy Ordinance & Appropriation Ordinance - Will be discussed at Admin meeting on 6/5
 - C. Approval to pay Betty Patterson for 1 month (May) past her retirement date (4/30) in the amount of \$431. - Added to Admin agenda for 6/5
- IV. Swear in new Village Treasurer; Kent Dauphin - Kent Dauphin was sworn in by Attorney Kurt as the new Village Treasurer.
- V. Audience
 - A. Erin Keyser regarding the Elizabeth Farmers Market - No discussion; Erin didn't attend.
- VI. MSA
 - A. IEPA Water Improvement Project Update - Prior to this meeting there was a public meeting held for the residents to attend and ask questions and get information about the project. Jared presented the information on behalf of MSA and will get a copy of the information to Karla to be handed out to people unable to attend that meeting. The permits still haven't been received back from EPA. Design work is in "final final" stages. At this time, no changes have been made to schedule or estimate.
 - B. Locust St. Sewer Project Update - Design in approximately 75% complete. Details on the manholes and bypass pumping are still being worked out.
- VII. CFPS, Inc. - CFPS did not attend.
 - A. Recommendation by the Public Works committee to approve the Phase 1 Engineering proposal from MSA for the Downtown Sidewalk Project - **Motion to approve the proposal for PE 1 Engineering for the Sidewalk project. 1st Judy. 2nd Denise. Roll call. Motion carried.** Jared provided a draft DOT contract to the Village and Attorney Kurt for this project as well.

- B. Discussion and possible action on the TIF application for Jane Marie Boutique - No discussion. Added to next months' agenda.
 - C. Next ITEP cycle
- VIII. Police Report - Chief Toot did not attend. Copies of report were provided. Mike informed the board that the Taser was purchased with the grant from Jo Carroll Energy.
- IX. Minutes
- A. Regular / April 2019 - **Motion to approve the minutes. 1st Preston. 2nd Meagan. All ayes. Motion carried.**
 - B. FY end Special Board Meeting - **Motion to approve the minutes. 1st Judy. 2nd Denise. All ayes. Motion carried.**
- X. Consent Agenda - **Motion to approve. 1st Meagan. 2nd Denise. Roll call. All ayes. Motion carried.**
- XI. Finances
- A. Treasurer's Report - **Motion to approve. 1st Judy. 2nd Preston. All ayes. Motion carried.**
 - B. Payment of Bills - **Motion to pay the bills. 1st Denise. 2nd Meagan. Roll call vote. All ayes. Motion carried.**
 - C. Budget - We are close to finalizing the budget for this FY. Mike said he would like to finish this in the next couple weeks so he can meet with O'Connor & Brooks in early June.
- XII. Committee Reports
- A. Public Works (*See minutes*)
 - B. Administrative (*See minutes*)
 - 1. Recommendation to approve spending up to \$5,000 on fireworks for Freedom Fest on July 1st - **Motion to approve. 1st Preston. 2nd Meagan. Roll call vote. All ayes. Motion carried.**
 - C. Economic Development
- XIII. Attorney Comments
- A. Discussion and possible action regarding a vending machine ordinance - The Village would like anyone wishing to put up a vending machine in town to get board approval. Terry to draft this for next month's meeting.
 - B. Discussion and possible action regarding a heavy equipment on sidewalks ordinance - Village would like to set a limit of 3,000 pounds. Terry to draft for next month's meeting.
 - C. Discussion on implementing a noise ordinance for residential and downtown areas - There isn't a current noise ordinance in place and we have been asked by some people in town to set guidelines for this. Terry to draft for next month's meeting.
 - D. Discussion and possible action regarding our current contract with IDOT for Hwy 20 maintenance and repairs - Mike requested that Terry draft and send a letter on the

Village's behalf to terminate this contract. Possible meeting with Andrew Chesney to follow if needed.

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

- A. Discussion and possible action to finalize deferment options or other incentives (if any) for the annexation of Betsy Dr. residents. Letter to be mailed next week (see draft). - We are pursuing voluntary annexation for the residents of Betsy Dr. Final details to the letter to be made and will be mailed next week.
- B. Solar updates - No updates. Will be on next month's agenda.

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

- A. Water service options for Ketelsen's when they purchase Pleasant Hill Rd. property from Matt Wand - James got a rough estimate to run a water main out there for \$20,000. Mike spoke with Craig earlier this week and verbally agree that Craig would pay \$8k if the Village would pay the remaining \$12k. James was concerned that we shouldn't make decisions off rough estimates, so he will get more detailed information by 6/5 PW meeting. Stipulation is they would have to annex in. Terry Kurt to draft an annexation agreement for us.
- B. Radio copy ideas for 7/1 Freedom Fest - Board members were asked to send Karla ideas that they want to be highlighted in our radio AD. Need soon.
- C. Discussion on allowing chickens in town - Board reviewed the Galena ordinance. Terry Kurt to draft an ordinance.
- D. Discussion and possible action on this years Exterior Beautification Application - **Motion to approve 3 applications, up to \$500 each. 1st Denise. 2nd Preston. Roll call vote. All ayes. Motion carried.**

XVI. Mayor's Comments

- A. Home of Hope Cancer Wellness Center motorcycle ride through Elizabeth 7/6 (*leave on agenda*)
- B. Flags for cemetery - This is for Memorial day 2020. Looking for a group to take this over. It is currently Robert Ertmer, but he is physically unable to do it anymore. Everyone was asked to think of someone. Mike suggested the Legion Baseball team.

XVII. Correspondence

- A. Elizabeth Pharmacy Grand Opening Friday 5/31 from 6-8 pm (ribbon cutting at 6:30)
- B. Thank you letter from Betty to Mike, Karla and the Board

XVIII. Executive Session - **Motion to go into Executive Session. 1st Denise. 2nd Judy. All ayes. Motion carried.**

- A. Discussion & Possible Action regarding Personnel - Personnel wages discussed. Action taken. **Motion to get out of executive session. 1st Judy. 2nd Denise. All ayes. Motion carried.**

XIX. Adjournment - **Motion to adjourn. 1st Preston. 2nd Judy. All ayes. Motion carried.**

Adjourned at 8:15 p.m.

