

**VILLAGE OF ELIZABETH  
BOARD MEETING MINUTES  
Wednesday, April 17, 2019 @ 7:00 p.m.**

**Attending: Mike Dittmar-Mayor, Preston Taylor, Denise Anderson, Judy Glew, Melody Landwer, Meagan Szykanski, Jason Thomasson-Trustees, Terry Kurt-Village Attorney, James Mensendike, Duane Brotherton-PW, Karla Rolwes-Village Clerk**

- I. Call to Order
- II. Roll Call
- III. Approve any Board Agenda additions
  - A. TIF Inducement Resolution for Linda Ganster under CFPS - **Motion to approve the addition. 1st Judy. 2nd Melody. All ayes. Motion carried.**
- IV. Audience
  - A. Erin Keyser regarding the Elizabeth Farmers Market - Erin was unable to attend, added to next months' agenda.
  - B. Allison-River Ridge senior observing for class
- V. MSA - Jared did not attend
  - A. IEPA Water Improvement Project Update - no discussion
  - B. Locust St. Sewer Project Update - no discussion
- VI. CFPS, Inc.
  - A. SOQ update for Downtown Sidewalk Project - Dan informed the board that the PE 1 bid was received from MSA on 4/16. It will be discussed in detail with the project committee on 5/1.
  - B. TIF Inducement Resolution for Linda Ganster - Linda provided a letter requesting TIF funds for 137 N. Main. **Motion to approve the Inducement. 1st Judy. 2nd Denise. Roll call vote. All ayes. Motion carried.**
  - C. Discussion of USDA RBDG Program for street lighting - Street Lighting is no longer an eligible cost for ITEP grants, so Sharon suggested we apply for the RBDA grant. Max award is \$99,000. It's a 50/50 grant so whatever the total lighting cost is, the Village would pay half and the grant (if awarded) would pay for the other half. Mike and the board felt this was a great option and will follow up with Sharon to move forward.
- VII. Police Report - Chief Toot did not attend.
- VIII. Minutes
  - A. Regular / March 2019 - **Motion to approve the minutes. 1st Preston. 2nd Judy. All ayes. Motion carried.**
  - B. Board Retreat / April 2019 - Mike to go through the minutes and delegate projects to either PW or Admin committee. **Motion to approve the Retreat minutes. 1st Judy. 2nd Denise. All ayes. Motion carried.**

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

X. Finances

- A. Treasurer's Report - **Motion to approve the report. 1st Denise. 2nd Jason. All ayes. Motion carried.**
- B. Payment of Bills - **Motion to pay the monthly bills. 1st Preston. 2nd Judy. Roll call vote. All ayes. Motion carried.**
- C. Budget - Set a budget meeting for new FY (Reminder: end of FY budget meeting 4/29 @ 5:30) - Mike is going to work up a draft budget for next FY and have to review/discuss at the 4/29 meeting.

XI. Committee Reports

- A. Public Works (*See minutes*)
  - 1. Approval requested to purchase a pH do tester out of the sewer budget this FY - Since there is remaining sewer funds in this budget, this will be purchased before the end of April. **Motion to approve the purchase. 1st Denise. 2nd Preston. Roll call vote. All ayes. Motion carried.**
- B. Administrative (*See minutes*)
- C. Economic Development

XII. Attorney Comments

- A. Discussion and possible action regarding panhandling ordinance - The Village doesn't have an ordinance in place regarding panhandling. No further discussion.
- B. Condemnation Ordinance for 218 W. Main (Nila Randalls property) - Terry Kurt ordered a title search in March from H.B. Wilkinson. Only 1 page was received, which showed a clear title. But after we saw the notice for Sheriff's sale in the paper, Terry called H.B. and was informed that he never received page 2 of the title search. Page 2 showed the lawsuit. So we no longer have to go through the condemnation process. Terry recommended that someone on behalf of the VOE attend the Sheriff's sale and make contact with the bank representative. **Motion to spend up to \$5,000 towards the purchase of this property. 1st Preston. 2nd Judy. Roll call vote. All ayes. Motion carried.**
  - 1. Sheriff's Auction sale scheduled for 4/26 - Chief Toot to attend on behalf of the VOE.
- C. Northwest Special Education lease extension - Terry gave Mike the lease extension contract. Mike to present to NWSE for signed approval.
- D. Discussion and possible action regarding a vending machine ordinance - Terry to draft an ordinance and have for next months' meeting.
- E. Discussion and possible action regarding a heavy equipment on sidewalks ordinance - Terry to draft an ordinance and have for next months' meeting.

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

- A. Continued discussion and possible action on Solar projects - Follow up meeting with Jeff Finn on 4/25 at 6:30. Mike spoke with Eagle Point Solar on PPA and was informed our total kilowatts with both projects combined is just over the minimum needed for a PPA, so finding one for each project isn't an option. Also may need to put projects on hold if Jo Carroll can't get around buying energy from someone other than Dairyland Power Co. Still many questions to be answered.

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

- A. Appoint Kent Dauphin as Village Treasurer as of 5/1/19 (swear in to take place at next months' board meeting) - Kent will be the acting Treasurer on 5/1 until he officially sworn in on 5/15. He will be replacing Betty Patterson. **Motion to approve the appointment of Kent Dauphin as the new Village Treasurer. 1st Judy. 2nd Melody. Roll call vote. All ayes. Motion carried.**
- B. Set a date for an informational meeting to discuss the current Catlin St. and Locust St. projects with Elizabeth residents - Date set for 5/15 at 6:00 prior to the Board meeting. This will be a basic informational meeting to explain what is happening with the projects and explain how they should fix any water line issues that affect their property prior to this construction in spring 2020. This topic lead into a discussion about hosting a meeting to speak to Betsy Dr. residents about annexing into the Village. Have this on the May agenda. Want to have letter to residents approved at that meeting and mailed, inviting them to attend 6/19 @ 6:00
- C. Discuss payment options for interest on IEPA Water Loan, and options for deferred principal - Dan Pepin had already left, so Mike will follow up with him.
- D. Discussion on having a session to learn about the basics of TIF districts - Mike to follow up with Dan on this.

XV. Mayor's Comments

- A. Village Easter Egg Hunt this Saturday at 10:00 in Village Park
- B. Retirement Party for Betty - Tentative Date is 5/17 @ 5:30; Cajun Jacks
- C. Home of Hope Cancer Wellness Center motorcycle ride coming through Elizabeth 7/6 - Mike explained that this motorcycle ride will be coming through our town and that we may need a couple volunteers to be at the park and greet them and/or hand out some type of giveaway item. Will be added to discuss specifics at June board meeting.
- D. Hulscher Fencing Estimate - Estimate to do lower diamond baseball field fence was \$52,500. That is substantially higher than the estimate they gave us a couple years ago. For now we will have to hope we get the OSLAD grant to help with this.
  
- E. Bounce houses & street closure - The Fire Department would like the Village to rent the bounce houses for the Spring Fling event as in years passed. Board agreed, yes. Also discussed the street closure that will take place 6/1 to accommodate for bounce house, fire trucks and people. Board agreed, yes.

XVI. Correspondence

A. Follow up meeting with Smart Energy Solutions (Jeff Finn) on April 25th @ 6:30

XVII. Executive Session - none

XVIII. Adjournment - **Motion to adjourn. 1st Judy. 2nd Melody. Adjourned at 8:02 pm**