

VILLAGE OF ELIZABETH

BOARD MEETING MINUTES

Village Hall / 200 E. Myrtle St. / Elizabeth, IL
Wednesday, November 16th, 2022 @ 7:00 p.m.

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

- I. Call to Order - Mayor Dittmar called the meter to order.
- II. Roll Call - All trustees present
- III. Approve any Board Agenda additions
 - A. Mayor Comments Letter A - **Motion to approve the addition. 1st Denise. 2nd Judy. All ayes. Motion carried.**
- IV. Audience
 - A. Mapping Committee re: Elizabeth Business Hub - Didn't attend.
 - B. Pastor Roger with Community of Christians gave an update on events happening this month in our community
- V. MSA - Didn't attend. Provided the below updates.
 - A. Locust St. Sewer Project
 - B. Well House Improvements Project (IEPA) - The bid opening was 11/2. All bids exceeded the engineers estimate and IEPA's funding allocation. Bids received: Tricon Construction Group (\$723,475 item 15A; \$768,000 item 15B); Winter Construction Inc. (\$796,529 item A; \$846,397 item B); Nicam Construction (\$922,854 item A; \$947,741 item B). MSA stated they recommend we reject all bids and discuss their options to rebid with a revised scope, or revise the overall project. No action taken.
 - C. Splash Pad Project
 - D. Downtown Sidewalk Project - Time extension request will be submitted to IDOT; still completing the design exceptions and traffic management assessment.
 - E. Unsewered Community Grant (IEPA)
 - F. Subdivision Ordinance
- VI. CFPS, Inc. - Dan Pepin attended.
 - A. Well House Project (IEPA Project #17-5787) - Will wait to see how the Village wants to proceed on this project due to bids being over budget. Suggested RDBG (USDA) grant to supplement this but it would slow down the time frame. No action taken.
 - B. Splash Pad Update (OSLAD)
 - C. Downtown Sidewalk Project

- D. DCEO Grant #HR210018 - A second estimate for the bleacher portion of this project was received. Dan will follow up with Karla and DCEO to see if we can get this portion awarded and move forward.
 - E. Unsewered Community Grant (IEPA) - They are at a standstill on this until MSA is done with their portion.
- VII. Police Report - Fred provided a report. Stated the squads will need new computers soon. Very outdated.
- VIII. Minutes
- A. Regular / October 2022 - **Motion to approve. 1st Meagan. 2nd Judy. All ayes. Motion carried.**
- IX. Consent Agenda - **Motion to approve all items. 1st Judy. 2nd Melody. Roll call vote. All ayes. Motion carried.**
- A. Approve splitting the cost of equipment rental with the property owner for the sewer repair on West St. where the Village line and service line for 320 N. Hickory St. meet. Labor for this repair will be provided by the Village at no cost to the homeowner.
 - B. Approve the recording fee of \$61 to update the lien at 244 N. Main St. (current delinquent balance is \$2,104)
 - C. Approve the TIF resolution for BETOWN LLC for a one time payment in the amount of \$1,862 for tuckpointing and paving at 218 N. Main St.
 - D. Approve the Basketball Handbook AD (\$125)
 - E. Approve the renewal of the Jo Daviess County Animal Control Contract (\$300/dog as needed)
 - F. Approve the WCCI Radio Ad during the Volleyball Sectionals game (\$50)
- X. Finances
- A. Treasurer's Report - Kent delivered the report.
 - B. Payment of Bills - **Motion to pay the bills in the amount of \$37,913.67. 1st Denise. 2nd Nate. Roll call vote. All ayes. Motion carried.**
 - C. Budget - Quarterly budget meeting was held 11/7/22. No concerns.
- XI. Committee Reports
- A. Public Works
 - 1. CFPF Final invoice for OSLAD Grant (\$2,250) - **Motion to approve. 1st Meagan. 2nd Jason. Roll call vote. All ayes. Motion carried.**
 - B. Administrative
 - 1. Continued discussion on additional police officer and referendum (deadline is 1/17) - Mayor Dittmar and Terry will reach out to Clerk Kaiser about the resolution needed. This will be on the December Admin meeting agenda. It will need to be voted on in January, so information on this will need to be given to the public asap once received from Clerk Kaiser.

2. Discussion and possible action on the recommendation of \$250/month beginning 1/1/23 (due 2/1/23) for the ordinance violation at 310 W. Madison St. - The goal here is compliance, not revenue. Some felt that a \$250/month fine would be too affordable and she might just pay the fines without complying to the ordinance. It was decided to enforce \$250/month from Jan - June 2023. As of July 2023 the fine will increase to \$500/month. The Village is hopeful this will give the owner time to find a solution and comply with the ordinance.

C. Economic Development - The mapping committee received an additional \$1,000 donation from NWILED for their Business Hub venture. They are currently looking at a few location options.

XII. Attorney Comments

A. 314 W. Catlin St. ordinance violation and health concerns - After discussion of the ongoing issue and lack of progress being made by the homeowners, the Village approved a legal notice being sent stating the concerns and ordinance violations. This will remain on the agenda next month for updates.

B. Amend Ordinances 9-3-3 letter A and 9-3-8 letter A *refer to PW mins New Business letter D for notes on this* - Terry will amend this based on the information given to him by the Village. This will remain on the agenda for next month to review/approve the amended ordinance. The November Public Works minutes specified the main changes.

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 held 12/21 at 6:00

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

XV. Mayor's Comments

A. Letter to residents - This is being finalized. Everyone gave input. Mike will work on the final draft.

XVI. Correspondence

A. Girl Scout cookie sales/booths 12/14 - 1/28/23 - **Motion to approve this and waive the solicitation fee. 1st Denise. 2nd Judy. All ayes. Motion carried.**

B. NWILED Sip & Learn (see flyer)

XVII. Executive Session - None

A. Discussion and possible action

XVIII. Adjournment - Motion to adjourn. 1st Meagan. 2nd Judy. All ayes. Motion carried. 8:04 pm.

Submitted by: Karla Rolwes; Clerk

