

VILLAGE OF ELIZABETH
BOARD MEETING MINUTES

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

Wednesday, December 28st, 2022 @ 7:00 p.m. (Rescheduled from 12/21/22)

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

Absent: Melody Landwer and Meagan Szynkowski-Trustees

- I. Call to Order - Mayor Dittmar called the meeting to order at 7:00
- II. Roll Call - 4 trustees present, 2 absent
- III. Approve any Board Agenda additions
 - A. New Business letter C - **Motion to approve the addition. 1st Denise. 2nd Jason. All ayes. Motion carried.**
- IV. Audience - None
- V. MSA - Didn't attend. No updates.
 - A. Locust St. Sewer Project
 - B. Well House Improvements Project (IEPA) *task order under Public Works*
 - C. Splash Pad Project
 - D. Downtown Sidewalk Project
 - E. Unsewered Community Grant (IEPA)
 - F. 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 - The County donated a laptop to the Village for use in the squad. The one that was in there was very outdated. Chief Cass is talking with the county regarding the new radio system. It will also be discussed at the next mayors meeting in February. More to come on that.
- VIII. Minutes
 - A. Regular / November 2022 - **Motion to approve. 1st Judy. 2nd Nate. All ayes. Motion carried.**

- B. Special Board Meeting 12/7/22 - **Motion to approve. 1st Nate. 2nd Judy. All ayes. Motion carried.**
- IX. Consent Agenda - **Motion to approve all items. 1st Jason. 2nd Nate. Roll call vote. All ayes. Motion carried.**
- A. Christmas AD (RR letters to santa) \$96
 - B. Employee Christmas gift cards (total of \$1,625)
- X. Finances
- A. Treasurer's Report - Kent delivered the report. **Motion to approve the report. 1st Judy. 2nd Jason. All ayes. Motion carried.**
 - B. Payment of Bills - **Motion to pay the bills in the amount of \$68,595.63. 1st Judy. 2nd Nate. Roll call vote. All ayes. Motion carried.**
 - C. Budget - No discussion. Next quarterly meeting will be scheduled in February.
- XI. Committee Reports
- A. Public Works
 1. Concrete Polyfix for sidewalk repair on Main St. - Mayor Dittmar will be discussing this at a chamber meeting soon to get a feel for which building owners would be interested in this.
 2. MSA Task Order for \$19,700 for Well House project to redo the scope and re-bid the project - No action taken. This will be on the January Public Works meeting agenda for further discussion and clarification.
 3. Discussion and possible action on hiring Arrow Solar for current and future solar needs in the village - No action taken.
 4. Discussion and possible action on the tree removal estimates for 115 N. Washington St. - 3 bids received. Exquisite Scapes \$4500, PCI \$3500, M&M Tree \$3000. **Motion to approve the bid from M&M Tree for \$3,000. 1st Denise. 2nd Judy. Roll call vote. 3 ayes, 1 abstain (Jason). Motion carried.**
 - B. Administrative
 - C. Economic Development
- XII. Attorney Comments
- A. Update on 314 W. Catlin St. ordinance violation and health concerns - James stated at the meeting that the sewer from the house to the main is ok, but the line inside the house is still plugged. This puts them in violation of the ordinance again. Terry Kurt will draft another violation letter and Chief Cass will hand deliver it. Water service will need to be shut off again.
 - B. Amend Ordinances 9-3-3 letter A and 9-3-8 letter A - Leave until next month. 9-3-8 was not received with the revisions and we will just pass them both together.
 - C. 244 N. Main St. - A certified letter was sent to the owners stating the village needed access for a building inspection. Deadline for them to reply was 1/12/23. Keep on the agenda.

- D. DACRA Ordinances (3) - Never received these from Alyssa but Terry reached out to her and she will get them to us soon. Leave on the agenda for next month.

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

- A. Mapping Project (leave on agenda) - This can be renamed “Elizabeth Business Hub” moving forward.
- B. Village of Elizabeth Zoning Ordinance (leave on agenda) - No meeting this month. Next one will be before the January board meeting on 1/18 at 6:00

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

- A. 2022 TIF payouts in the amount of \$66,839.53 - **Motion to approve. 1st Judy. 2nd Nate. Roll call vote. All ayes. Motion carried.**
- B. Discussion and possible action on moving forward with a referendum in 2023 for another full time officer - No action taken. The Village will not be pursuing this for the 2023 election.
- C. Dubuque Glass estimate for front door replacement at NWSE for \$9,750 - There was a procedural error on this so it was moved to the January public works meeting for action.

XV. Mayor’s Comments

- A. TIF legislation re: JRB veto powers did not advance
- B. EMT or First Responder Training - Mayor Dittmar asked to spread the word that they are looking for people.

XVI. Correspondence

- A. IEPA letter re: municipal landfill violation
- B. Letter from resident re: lights at Dollar General - Mayor Dittmar will talk to Dollar General about this.

XVII. Executive Session - None

- A. Discussion and possible action

XVIII. Adjournment - **Motion to adjourn. 1st Judy. 2nd Jason. All ayes. Motion carried. 7:45 p.m.**

Submitted by: Karla Rolwes; Clerk

