

VILLAGE OF ELIZABETH
BOARD MEETING MINUTES
Village Hall / 200 E. Myrtle St. / Elizabeth, IL
Wednesday, February 15th, 2023 @ 7:00 p.m.

Attending: Mike Dittmar-Mayor; Nate Karberg, Denise Anderson, Melody Landwer, Judy Glew, Jason Thomasson (arrived at 7:09)-Trustees; Terry Kurt-Village Attorney; James Mensendike-PW Director; Fred Cass-Police Chief; Kent Dauphin-Treasurer; Karla Rolwes-Clerk
Absent: Meagan Synkowski-Trustee *Submitted resignation effective today-under Correspondence*

I. Call to Order - Mayor Dittmar called the meeting to order at 7:02.

II. Roll Call - 5 trustees present

III. Approve any Board Agenda additions

A. New Business, Letter D - **Motion to approve this item for discussion only. 1st Judy. 2nd Nate. All ayes. Motion carried.**

IV. Audience

A. Beth Baranski re: Jo Daviess County Water Resource Management Plan (updates from the 2016 plan) - Beth, along with Jay Soloman (from the University of Illinois Extension) gave a short summary of the new updates to the plan and asked for the support of the board in the ongoing research of this program. **Motion to support the continued plan efforts. 1st Judy. 2nd Denise. All ayes. Motion carried.**

B. Adam Wurster re: lot layout draft for review - Adam and Jake Ambrosia attended to present the draft layout of the lots for the Ambrosia Wurster Subdivision. They asked if the Village would consider giving them some village owned property near lot 10 where they cleared some trees to make it bigger. Mayor Dittmar said we'll take this to the public works meeting on 3/1 for discussion and review. Adam stated the water sewer plans will be next. They would like to begin breaking ground soon. He stated that none of the lots are in the floodplain.

C. Brett Perry re: Roberts Ln lot purchase and TIF - Brett didn't attend. Adam Wurster spoke on his behalf and explained that these lots (7-8) are the last ones. He would like to purchase them in mid to late March to begin building his shop. He's currently working out of Adam's. This was referred to the Admin committee since the request was received the day of the board meeting.

D. Pastor Roger with the Community of Christians gave an update on upcoming events for their church. He also said he would help to find volunteers for bleacher removal the first week of April (to assist the Village).

V. MSA - Didn't attend. Updates below.

A. Locust St. Sewer Project

B. Well House Improvements Project (IEPA) - A tentative schedule will be submitted to IEPA this week with the new scope, which focuses only on the well and control work.

C. Splash Pad Project

- D. Downtown Sidewalk Project
 - E. Unsewered Community Grant (IEPA)
 - F. Subdivision Ordinance - This will be discussed in depth at our next public works meeting.
- VI. CFPS, Inc. - Didn't attend. Update below.
- A. Well House Project (IEPA Project #17-5787) - IEPA has recommended the Village submit a Funding Nomination sheet for this project. It will put us on the list of projects for July 2023 in case we don't meet the March 15th publication deadline.
 - B. Splash Pad Update (OSLAD)
 - C. Downtown Sidewalk Project
 - D. DCEO Grant #HR210018
 - E. Unsewered Community Grant (IEPA)
- VII. Police Report - Chief Cass didn't have anything to report.
- VIII. Minutes
- A. Regular / January 2023 - **Motion to approve. 1st Nate. 2nd Melody. All ayes. Motion carried.**
- IX. Consent Agenda - **Motion to approve all items. 1st Jason. 2nd Judy. Roll call vote. All ayes. Motion carried.**
- A. Reject all bids received at the bid opening on 11/2/22 for the Well House Project
 - B. Approve MSA invoice #1 for the Unsewered Community Grant for \$2,800 (state reimbursement already received)
 - C. Approve MSA Task Order for Sludge Management permit and plan for \$4,450
 - D. Approve the proposal from Helm in the amount of \$15,294.50 for the valve at the pressure reducing station
 - E. Approve giving \$1,000 to the Elizabeth Business Hub
 - F. Approve the IML TIF resolution
 - G. Approve the renewal of the County GIS data for \$120.75
 - H. Regional girls basketball program ad (\$102)
 - I. Regional boys basketball program ad (\$102)
 - J. Approve a donation of \$200 to River Ridge After Prom
 - K. * due to needing to declare surplus for car wash - that portion from Public Works was removed from the Consent agenda*
- X. Finances
- A. Treasurer's Report - Kent delivered the report.
 - B. Payment of Bills - **Motion to pay the bills in the amount of \$28,517.31. 1st Judy. 2nd Denise. Roll call vote. All ayes. Motion carried.**
 - C. Budget - The minutes from the 2/6 quarterly meeting were reviewed. Kent summarized the bank transfers that were done this month as well.

XI. Committee Reports

A. Public Works

B. Administrative

1. TIF Inducement Agreement for Ken Whitmer Lot 9 Roberts Lane - **Motion to approve. 1st Jason. 2nd Denise. Roll call vote. All ayes. Motion carried. (2023-0215)** The board asked Attorney Kurt's opinion about the "buildable" status of these lots on Roberts Ln. and if they should be TIF eligible. He stated since we have done this in the past, we need to continue to grant TIF to the others that apply on Roberts Ln.

C. Economic Development

XII. Attorney Comments

- A. Update on 314 W. Catlin St. ordinance violation (waiting to pursue the violation until DACRA was in place) - No update.
- B. 244 N. Main St. - The inspection was done on 2/6/23. Terry will draft a letter to the owner giving 30 days to contact the Village with a plan to rectify the structural issues.
- C. DACRA Update (ordinances approved at January board meeting - Karla sent to Alyssa to get it set up) - Terry will let Alyssa know we are ready for training.
- D. Subdivision Ordinance review specific to Roberts Lane
- E. Review Subdivision Ordinance notes from MSA re: new subdivisions (Jared to assist with verbiage)
- F. Begin annexation of 1036 Betsy Dr. - Terry needs the plat and legal description.
- G. Declare surplus at 313 E. Myrtle St. to fix survey - A survey is needed before we can declare surplus. Mayor Dittmar spoke with the owner and let them know it would be at their cost, along with the cost to publish the notice (required). Once the survey is completed, Karla will send a copy to Terry to get the publication drafted. **Motion to declare surplus. 1st Denise. 2nd Melody. All ayes. Motion carried.**

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

- A. Elizabeth Business Hub *(leave on agenda)*
- B. Village of Elizabeth Zoning Ordinance *(leave on agenda)*

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

- A. Discussion and possible action to approve the 2022 Jo Daviess County Water Resource Management Plan (presented during the Audience portion of the meeting) - This motion was made during the audience portion of the meeting.
- B. Discussion and possible action on the amendments made to the Subdivision Ordinance (Title 11, Chapters 1-4) - No action taken. This was referred to Public Works on 3/1.
- C. Discussion on new board member
- D. Discussion and possible action to approve the TIF inducement agreement for Brett & Denise Perry - No action taken. Referred to Admin on 3/1.

XV. Mayor's Comments

- A. Mop Shop - Mindy Dalgran reached out to Mayor Dittmar stating they do not have enough space in their current location and do not like dealing with the stairs. They asked if we could brainstorm a location that might be available for them. Mayor Dittmar gave them a couple ideas. Board members are encouraged to think of some and let her know.
- B. Dollar General light complaint - Mayor Dittmar has spoken to the staff at DG two times. He has not been able to speak to the manager as she is not there when he has gone in. Will keep trying to meet with her.

XVI. Correspondence

- A. Resignation of Meagan Syznkowski (trustee) - Effective today, Meagan has resigned. The board agreed to leave this spot open until after the election (4/4/23).

XVII. Executive Session - None

- A. Discussion and possible action

XVIII. Adjournment - **Motion to adjourn. 1st Jason. 2nd Melody. All ayes. Motion carried. Adjourned at 8:07 p.m.**

Submitted by: Karla Rolwes; Clerk