

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

Attending: Mike Dittmar - Mayor (arrived at 7:12); Nate Karburg, Jason Thomasson, Denise Anderson-Trustees; Terry Kurt-Attorney; Fred Cass-Police Chief; James Mensendike-PW Superintendent; Duane Brotherton-PW; Kent Dauphin-Treasurer; Karla Rolwes-Clerk
Absent: Judy Glew, Melody Landwer-Trustees

- I. Call to Order - Jason Thomasson called the meeting to order at 7:03 p.m.
- II. Roll Call - 3 Trustees present, 3 absent; Mayor Dittmar voted when action was taken to make quorum
- III. Approve any Board Agenda additions - None
- IV. Audience - Pastor Roger with Community of Christians stated their organization will be there to help with the bleacher tear out at the Municipal Gym on 4/4 and provide lunch for the volunteers. He asked if a meeting could be arranged with himself, Mayor Dittmar, James and the Elizabeth fire/ambulance reps to discuss a storm/emergency shelter for our community. Currently it's River Ridge School. There has been a lot of discussion over the years of getting a generator for the old school at 310 West St. to designate that as the storm/emergency shelter but funds for the generator have not been raised or applied for in a grant yet. The Village still has interest in making this happen. Mayor Dittmar told Roger to call him to discuss a time that works.
- V. MSA -Didn't attend.
 - A. Locust St. Sewer Project
 - B. Well House Improvements Project (IEPA) - Bid Opening scheduled for 4/17 at 3:00. Intent to award will be at the board meeting on 4/19.
 - C. Splash Pad Project
 - D. Downtown Sidewalk Project
 - E. Unsewered Community Grant (IEPA)
 - F. Subdivision Ordinance - Still working on compiling the notes/recommendations to submit to our Village Attorney.
- VI. CFPS, Inc. - Didn't attend.
 - 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

- A. Evidence room discussion - Fred expressed the need for an evidence room as soon as possible. The original plan was to build a room within Village Hall but due to time and expense, Fred suggested using the storage area that Karla uses for village documents. To make this happen, all we need is new locks on that door and an internal lockable safe or durable cabinet. More cost effective and can be ready to use soon. **Motion to approve Fred's recommendation. 1st Nate. 2nd Jason. All ayes. Motion carried.**
- B. Possible Starcom Radio grant opportunity through the Jo Daviess County Sheriff's Department - Fred submitted a letter of support to Sheriff Turner for the grant through Congressman LaHood's office. He also submitted documentation of Carroll Co. utilizing 911 funding to help with the radio costs. Mike will take this to the meeting he has with our County Board Chairman next week to discuss.
- C. Maintenance work to Ford Explorer - A new water pump is needed. Cost will be roughly \$2,000. Before this work can be done, the Village needs a working squad, so the new pick up is being worked on now so it can be functional. Fred has been trying to get that company here for months and finally said they need to come and get this done before the Explorer is out of commission getting worked on.

VIII. Minutes

- A. Regular / February 2023 - **Motion to approve. 1st Jason. 2nd Denise. All ayes. Motion carried.**

IX. Consent Agenda - **Motion to approve all items. 1st Jason. 2nd Denise. Roll call vote. All ayes. Motion carried.**

- A. TIF Inducement for Bret Perry for lot purchase on Roberts Ln. **(2023-0315)**
- B. Renewal of the Medical Associates Health Plan (effective 4/1/23) (monthly cost increase is \$317)
- C. Host the Crossroads Community Egg Hunt at Terrapin Park on 4/1/23

X. Finances

- A. Treasurer's Report - **Motion to approve the report. 1st Nate. 2nd Denise. All ayes. Motion carried.**
- B. Payment of Bills - **Motion to approve the bills in the amount of \$47,674.49. 1st Denise. 2nd Nate. Roll call vote. All ayes. Motion carried.**
- C. Budget - Need to schedule a year end close out meeting. Added to both committee agendas for April.

XI. Committee Reports

- A. Public Works
- B. Administrative
- C. Economic Development

XII. Attorney Comments

- A. Update on 314 W. Catlin St. ordinance violation by Winters Plumbing (waiting to pursue the violation until DACRA was in place) - No update. Training has been completed on DACRA but now we are having issues logging in. Once it's functional we can move forward. The Village still plan to pursue the \$500 fine.
- B. Update on 244 N. Main St. (building inspection completed) - Terry drafted a letter stating they have 30 days from date on letter (3/15/23) to comply and fix the issues with the parking area stated in the building inspection. A copy of the building inspection will be included in the mailing. Karla will send this out certified tomorrow.
- C. Subdivision Ordinance review specific to Roberts Lane - No discussion.
- D. Review Subdivision Ordinance notes from MSA re: new subdivisions - MSA is still working on getting this compiled. No discussion.
- E. Annexation of 1036 Betsy Dr. (Public hearing tentatively scheduled for 4/19 @ 6:45) - The signed petition was received from the property owner. Public hearing is officially set for the above stated time. Karla to have the ordinance on next months board agenda.
- F. Declare surplus at 313 E. Myrtle St. (survey must be completed first, to declare surplus on the land their buildings sit on) - Still waiting for the survey to be completed. No discussion.

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 on the amendments made to the Subdivision Ordinance (Title 11, Chapters 1-4) - No discussion.
- B. Discussion and possible action on the level of sponsorship for Freedom Fest on 7/1/23 - **Motion to approve Flight 4 for \$499. 1st Denise. 2nd Jason. Roll call vote. All ayes. Motion carried.**
- C. Discussion and possible action on the Sand Prairie/Jo Carroll quote for new computers and IT support \$3,029.08 - **Motion to approve. 1st Jason. 2nd Nate. Roll call vote. All ayes. Motion carried.**

XV. Mayor's Comments - None

XVI. Correspondence - None

XVII. Executive Session - None

- A. Discussion and possible action

XVIII. Adjournment - **Motion to adjourn. 1st Jason. 2nd Nate. All ayes. Motion carried. Adjourned at 7:56 p.m.**

Submitted by: Karla Rolwes; Village Clerk

