

MINUTES  
VILLAGE OF ELBURN BOARD OF TRUSTEES  
SEPTEMBER 19, 2016

Board Members Present: Trustees: Ken Anderson, Bill Grabarek, Dave Gualdoni, John Krukoff, Patricia Schuberg, Jeff Walter

Board Members Absent: President Dave Anderson

Staff Members Present: Interim Village Administrator & Public Works Director John Nevenhoven; Finance Director Doug Elder, Village Attorneys Britz, Police Chief Nick Sikora; Building Commissioner Tom Brennan

Others Present: Residents Wayne Byerhof, LeRoy Herra, Bill Duffy, Joseph Sheehan; Petitioners Jarrett & Melissa Adrian, Elburn Herald Reporter Susan O'Neill; Lauterbach and Amen rep Jennifer Krueger

In the absence of Mayor Anderson, a motion to appoint Trustee Walter as temporary chairman was made by Trustee Grabarek and seconded by Krukoff. The motion carried by unanimous voice vote.

1. Call to Order – Temporary Chairman Walter called the meeting to order at 6:45 p.m.
2. Pledge of Allegiance – Trustee Krukoff led the assembly in the Pledge of Allegiance.
3. Roll Call – A roll call vote ensued.
4. Public Comment, Awards & Presentations – Bill Duffy, 1404 Seaton – Mr. Duffy stated he would like relief from water backup near his home in the retention pond. Trustee Walter reported there is one remaining beaver. Once it is gone, the dam will be removed and the water will flow.
5. Omnibus Agenda (Omnibus Vote) – All items listed with an asterisk (\*) are considered to be routine by the Village Board or were recommended unanimously by the Committee of the Whole and will be enacted by one motion. There will be no separate discussion on these items unless a Board Member or citizen so requests in which event the item will be removed from the Omnibus (Consent) Agenda and considered in its normal sequence on the Agenda.

\*Minutes

<i>*Village Board</i>	<i>September 6, 2016</i>
<i>*Committee of the Whole</i>	<i>September 6, 2016</i>
<i>*Executive Session Minutes</i>	<i>August 15, 2016</i>
<i>*Executive Session Minutes</i>	<i>September 6, 2016</i>

A motion was made by Trustee Schuberg and seconded by Trustee Gualdoni to approve the Omnibus Agenda. A roll call vote ensued. Ayes: Ken Anderson, Grabarek, Gualdoni, Krukoff, Schuberg, Walter. Nays: None. Motion carried.

6. Village Attorney – No report
7. Village Clerk – No report
8. Finance Department
  - a. FY15 Audit Presentation by Lauterbach and Amen – Finance Director Elder advised the annual audit is complete. Lauterbach and Amen rep Jennifer Krueger briefly reviewed the management letter and highlighted the annual financial report. The Village received the highest rating possible. Any questions should be directed to Elder. A motion to approve the Annual Financial Report and Management Letter was made by Trustee Schuberg and seconded by Trustee Krukoff. A roll call vote ensued. Ayes: Ken Anderson, Grabarek, Gualdoni, Krukoff, Schuberg, Walter. Nays: None. Motion carried.

- b. Treasurer Report – Elder presented the report. At 33% through the fiscal year, and all departments are doing well. Expenses are lower than expected and revenue is higher than expected for this point of the fiscal year.

9. Building and Zoning

- a. Consider and Approve Ordinance 2016-17 Approving a Sign Variance for NAPA, 1001 S Main Street – Building Commissioner Brennan advised NAPA came before the Planning Commission who recommended approval of a variance from the sign ordinance. The current ordinance allows one wall sign and one free standing sign with 40SF per side (80SF total) and 10' in height. The variance request is for three wall signs (one of which is larger than the maximum size allowed due to the building setback from Route 47 and the 55MPH speed limit). The free standing sign request is for 80SF per side and 15' height because the ground is below the grade of the road. The north facing sign is illuminated and it was asked if the brightness will affect the residential area. Petitioner Jarrett Adrian stated the sign will be on a timer to turn off around 11:30 or midnight. Adrian continued that NAPA corporate does have input with signage. Due to the location amongst corn fields, the building is somewhat hidden when the corn is fully grown. A motion to Approve Ordinance 2016-17 Approving a Sign Variance for NAPA, 1001 S Main Street was made by Trustee Ken Anderson and seconded by Trustee Gualdoni. A roll call vote ensued. Ayes: Ken Anderson, Grabarek, Gualdoni, Krukoff, Schuberg, Walter. Nays: None. Motion carried.

10. Police Department – Chief Sikora gave an update on the Route 38 speed study by the State. The State advised this has been assigned to someone who is reviewing past speed studies and will decide if a new one is warranted. Trustee Gualdoni said he was asked by the fire district why the Village is intervening on their behalf when they (fire district) do not feel this is necessary. Sikora will follow-up with Chief Callahan and will report back to the Board.

- a. In house training for the department was conducted last weekend. These training sessions will continue.
- b. A resident asked if the Village still utilizes the gun range. The answer is yes, it was used last weekend as part of the department training.
- c. The policy manual is still in process and is moving along at an appropriate pace. Lexipol training is reviewed by officers during work hours.
- d. Wifi access on personal devices was discussed. If radio contact is not possible, occasional text messaging occurs between officers (can be requested via FOIA). Interim Admin Nevenhoven stated cell phone data on Village phones is unlimited. Installation of a cell phone booster in Village Hall is being researched due to signal issues. Verizon is looking for a tower site on the west side of town which will improve the signal. Sikora received information from TriCom who had a similar issue with cellular signal inside their building. It was suggested the router located in the police department be unlocked. All employees have been notified about personal use of phones while on duty.

11. Public Works Department

- a. Consider and Approve Payout #1 to Builders Paving in the Amount of \$262,047.34 – A motion to Approve Payout #1 to Builders Paving in the Amount of \$262,047.34 was made by Schuberg seconded by Grabarek. A roll call vote ensued. Ayes: Ken Anderson, Grabarek, Gualdoni, Krukoff, Schuberg, Walter. Nays: None. Motion carried.
- b. Consider and Approve Ordinance 2016-16 Accepting Dedication of Water Main Easement – A motion to Approve Ordinance 2016-16 Accepting Dedication of Water Main Easement was made by Trustee Ken Anderson and seconded by Trustee Schuberg. A roll call vote ensued. Ayes: Ken Anderson, Grabarek, Gualdoni, Krukoff, Schuberg, Walter. Nays: None. Motion carried.
- c. Consider and Approve a Bid Award to Performance Construction and Engineering in the Amount of \$168,800 for the Pierce Street Water Main Extension, Phase II – A motion to Approve a Bid Award to Performance Construction and Engineering in the Amount of \$168,800 for the Pierce Street Water Main Extension, Phase II was made by Trustee Schuberg and seconded by Trustee Gualdoni. A roll call vote ensued. Ayes: Ken Anderson, Grabarek, Gualdoni, Krukoff, Schuberg, Walter. Nays: None. Motion carried.

- d. Consider and Approve Installation of Sidewalks on South First Street and Various Curb, Gutter and Sidewalk Repairs in the Amounts of \$9,939.50 and \$10,700.00, Respectively – Nevenhoven briefly highlighted the work to be completed. Pedestrian gates at the railroad crossing on First Street were discussed. Nevenhoven will look into getting the gates back and will report back to the Board. Any landscape damage caused by sidewalk repair will be done in-house. A motion to Approve Installation of Sidewalks on South First Street and Various Curb, Gutter and Sidewalk Repairs in the Amounts of \$9,939.50 and \$10,700.00, Respectively was made by Trustee Krukoff and seconded by Trustee Gualdoni. A roll call vote ensued. Ayes: Ken Anderson, Grabarek, Gualdoni, Krukoff, Schuberg, Walter. Nays: None. Motion carried.
  - e. Street salt prices have gone down to \$52.15/ton this year.
  - f. Trustee Krukoff inquired about storm water drain maintenance on South First Street (Nebraska and First). Trees are growing out of the drain. Nevenhoven said maintenance is conducted on an as needed basis and will have it checked.
  - g. The Village Hall parking lot will be sealed and striped this week. The Metra lot is complete.
  - h. Trustee Grabarek received a complaint about trucks tearing up the corner when turning from Nebraska north on First Street. This is not a truck route and discussion ensued if truck route postings should occur. Sikora will research. There is a certain truck that seems to be causing the damage and officers have been told to be aware.
  - i. Sikora advised no more speeding complaints have been received in the South First Street area. Extra patrols have been pulled.
12. Village Administrator – Nevenhoven advised the Elburn Chamber Business Open House Expo will be held on October 10 at John Stewart School from 9am-1pm. The Village will have a table at the expo and trustees were encouraged to attend.
  13. Mayor – No report
  14. Bills
    - a. Approve the Bills List – A motion was made by Trustee Grabarek and seconded by Trustee Schuberg to approve the bills for Monday, September 19, 2016 for \$325,316.74. A roll call vote ensued. Ayes: Ken Anderson, Grabarek, Gualdoni, Krukoff, Schuberg, Walter. Nays: None. Motion carried.
  15. Other Business – Joseph Sheehan, 1378 Seaton – Mr. Sheehan stated a sewer drain near his home is caved in and inquired when it will be fixed. Nevenhoven stated approval for the repair was given earlier this evening.
  16. Adjourn - Trustee Gualdoni motioned to adjourn the meeting at 7:47 p.m. with Trustee Krukoff seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin  
Village Clerk