

MINUTES  
VILLAGE OF ELBURN BOARD OF TRUSTEES  
DECEMBER 19, 2016

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

Board Members Absent: Ken Anderson

Staff Members Present: Village Administrator & Public Works Director John Nevenhoven; Finance Director Doug Elder, Village Attorneys Britz & Bill Thomas, Police Chief Nick Sikora

Others Present: Residents Wayne Byerhof, Elburn Herald Reporter Susan O'Neill; ABATE representatives Judy Kanel, Walter Elliott, Alissa Notbusch; Knuckleheads reps Dan and Betsy Brizak

1. Call to Order – Village President Dave Anderson called the meeting to order at 6:45 p.m.
2. Pledge of Allegiance – Trustee Schuberg led the assembly in the Pledge of Allegiance.
3. Roll Call – A roll call vote ensued.
4. Public Comment, Awards & Presentations
  - a. DuKane ABATE Toys for Tots Award Presentation – Judy Kanel, president of DuKane ABATE, along with Walter Elliott & Alissa Notbusch were present to thank the Village of Elburn for their participation in this year's event. There were 2,700 motorcycles who participated and patronized local businesses. Plaques were awarded to Mayor Anderson and to Police Chief Sikora. Awards will also be presented to Schmidt's Town Tap and Reams Meat Market. The President's Award for appreciation and sponsorship was presented to Dan and Betsy Brizak from Knuckleheads. A total of \$550K in donations was raised by the event.
  - b. Appoint Park Commission Members: Dave Dickinson, Dan Kolzow, Patrick Leach, Brian McCarty, Rob Reilly, Amy Szumny and Dawn Kuefler – Mayor Anderson announced the appointment of Elburn's first park commission. A motion to approve the appointments was made by Trustee Schuberg and seconded by Trustee Gualdoni. A total of nine applications were received and Village Admin Nevenhoven advised the first meeting will be scheduled soon. A roll call vote ensued. Ayes: Grabarek, Gualdoni, Krukoff, Schuberg, Walter. Nays: None. Motion carried.
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>December 5, 2016</i>
<i>*Committee of the Whole</i>	<i>December 5, 2016</i>

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

6. Village Attorney – No report

7. Village Clerk – Clerk McQuilkin advised the filing period for the April 4, 2017 Consolidated Election is closed. In total, three petitions were received for Village President and four petitions were received for three Village Trustee positions. A lottery to determine ballot position for simultaneously filed petitions will be conducted at 8:00a.m. on Tuesday, December 27, 2016 at Village Hall.
8. Finance Department
  - a. Presentation of the FY16/17 Budget Report, Year to Date – Finance Director Elder presented the report which was generated from the new accounting system. Through seven months (58%) of the year, Elder reported the Village is where it needs to be. Elder encouraged Board members to contact Elder and/or department heads with any questions.
  - b. Presentation of the Treasurer's Report – Elder reported we are fully reconciled through the month of November on the new computer system—which tied perfectly with the old system. Transition to the new system has gone very well and, going forward the entire accounting operation will be more efficient and extraction of data for the bills list, etc. will be much easier.
9. Building and Zoning – No report
10. Police Department
  - a. Chief Sikora reported the part-time officer who has been on medical leave will be back to work on December 26. Reviews are ongoing for additional part time officer hires.
  - b. Sgt Schlachta will attend staffing command school. Sikora said all shifts during Schlachta's absence are covered. Sikora acknowledged the concern with overtime costs but Schlachta's professional development is also important
  - c. Mayor Anderson announced Chief Sikora has been appointed Sergeant at Arms for the Kane County Chiefs of Police. This is typically a five-year commitment and will involve circulating through all board seats culminating as President.
11. Public Works Department
  - a. Approve Payout to Jetco in the Amount of \$73,634.50 for the First Street Elevated Water Storage Tank – A motion to approve Payout to Jetco in the Amount of \$73,634.50 for the First Street Elevated Water Storage Tank was made by Trustee Krukoff and seconded by Trustee Schuberg. A roll call vote ensued. Ayes: Grabarek, Gualdoni, Krukoff, Schuberg, Walter. Nays: None. Motion carried. Nevenhoven stated a \$10K holdback will be retained.
  - b. Nevenhoven thanked Public Works for their plowing efforts with the recent snow events. Options other than salt (pre-treatment, etc.) for Anderson Road will be considered during the next budgeting process.
  - c. Nevenhoven said a new fuel management system is being considered so tracking can be managed by vehicle and department (including the fire department). The quote for equipment and installation is \$16,500 with an additional fee for configuration (\$20K total). The fire department will share the cost and Attorney Britz will create an IGA between the Village and the fire department.
12. Village Administrator
  - a. Approve Resolution No. 2016-12 A Resolution Amending the Village of Elburn Personnel Manual to Amend Section 9.4 "Travel and Business Expense" – Nevenhoven said this was discussed by the Board previously meeting and highlighted changes since the last meeting. A motion to approve Resolution No. 2016-12 A Resolution Amending the Village of Elburn Personnel Manual to Amend Section 9.4 "Travel and Business Expense" was made by Trustee Walter and seconded by Trustee Gualdoni. A roll call vote ensued. Ayes: Grabarek, Gualdoni, Krukoff, Schuberg, Walter. Nays: None. Motion carried.
13. Mayor
  - a. Mayor Anderson commended Public Works for doing a great job clearing the streets of snow and ice recently.

14. Bills

a. Approve the Bills List – A motion was made by Trustee Grabarek and seconded by Trustee Walter to approve the bills for Monday, December 19, 2016 for \$154,790.69. A roll call vote ensued. Ayes: Grabarek, Gualdoni, Krukoff, Schuberg, Walter. Nays: None. Motion carried.

15. Other Business – With the new accounting system, Trustee Grabarek suggested posting more data on the Village website for transparency purposes. Nevenhoven said this is possible and up to the Board if they would like information posted before or after their meetings. Discussion ensued as to more descriptors on future bills lists for better understanding. The Board is pleased with the new system.

16. Adjourn - Trustee Gualdoni motioned to adjourn the meeting at 7:41 p.m. with Trustee Krukoff seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin  
Village Clerk