

MINUTES
VILLAGE OF ELBURN BOARD OF TRUSTEES
AUGUST 1, 2011

Board Members Present: President Dave Anderson, Trustees: Ken Anderson, Bill Grabarek, Dave Gualdoni, Ethan Hastert, Jerry Schmidt, Jeff Walter

Board Members Absent:

Staff Members Present: Village Admin Erin Willrett, Village Attorneys Britz & Bill Thomas, Police Chief Steven Smith; Building Commissioner Tom Brennan

Others Present: Residents Wayne Byerhof, LeRoy Herra, Walt Tupy, Bill Coughlan, Elburn Herald Reporter Sandy Kaczmariski

1. Call to Order – Village President Dave Anderson called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance – Village President Dave Anderson led the assembly in the Pledge of Allegiance.
3. Roll Call – A roll call vote ensued.
4. 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>*Committee of the Whole</i>	<i>June 27, 2011</i>
<i>*Special Village Board</i>	<i>July 11, 2011</i>
<i>*Executive Session</i>	<i>July 11, 2011</i>
<i>*Village Board</i>	<i>July 18, 2011</i>
<i>*Executive Session</i>	<i>July 18, 2011</i>
<i>*Committee of the Whole</i>	<i>July 25, 2011</i>

**Approve Ordinance No. 2011-20 Amending Section 804.07 "Hours of Operation" of the Village of Elburn Liquor Control Ordinance*

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

5. Public Comment, Awards & Presentations – None
6. Public Works Department – Village Admin Willrett advised there is a boil order in place for the vicinity of Shannon and Gates Streets through tomorrow at 5:00 p.m. There was a water main leak which has been repaired. Mayor Anderson advised IDOT has indicated MFT funds may be used for the removal of dead trees. The Board must determine how the funds are to be used in the near future. The stumps of some trees removed on Prairie Valley are starting to grow like bushes now. Mayor Anderson will pass this information along to Public Works Supt. Nevenhoven.

7. Police Department
 - a. Metra Parking Options – Chief Smith discussed his August 1, 2011 memo to the Board addressing ongoing issues with the Metra parking fee collection. To date, customer service from the maintenance contractor has not been satisfactory. Metra has approved the Village of Elburn to institute a parking permit program for 300 permits. Most likely, mirror hangers will be issued on a quarterly basis and the estimated fee will be \$105/quarter plus an administrative fee. The daily parking rate will be raised to \$1.50/day. The goal is to start the parking permit program in September. Discussion was held regarding the parking permit fee considering the fact that permit holders will not be taking the train every day. It was also noted that the \$1.50/day fee was considered if the credit card system was implemented. Discussion was held if Elburn residents should only be charged \$1.25/day or if all commuters would be charged \$1.50/day. Quarterly parking passes must be purchased at Village Hall, however, purchase via the mail was also discussed for commuters who cannot make it to Village Hall during business hours—and posting of the permit application on the Village website for easy access. It was suggested the rate increase not be put in place until after the parking permit program has been implemented. Rebates for returned parking passes are another consideration the Board must make. Regarding problems with the current fee collection machines, the Village is in contact with Metra and Elburn is not the only community with problems with this type of machine. The cost of the machines was \$96K and the Village has not yet been invoiced for them.
8. Village Attorney – No report
9. Village Clerk – No report
10. Community Development – No report
11. Village Administrator – The National Night Out festivities will be tomorrow from 6-8 p.m. at Village Hall. Details for the event will be posted on the Village website. The ShoDeen/Elburn Station open house will be at Lion's Park from 6-8 p.m. Approximately 60 people attended the Elburn Station open house last week.
12. Mayor – Mayor Anderson advised he spoke before a group at the Fox Valley Special Ed Coop and received thank you notes from the class if anyone would like to look at them.
 - a. Approve Ordinance 2011-21 Amending Sections 1440.01 and 1440.05 of Chapter 1440 "Building Department" of the Codified Ordinances of the Village of Elburn – The purpose of this ordinance is to re-establish the Building Department and the position of Building Commissioner. The Village Board eliminated both some time ago when the economy took a downturn. It is felt this would be a good time to reinstitute both with the resignation of Building and Zoning Officer Jim Stran. The appointment of Building Commissioner will be one of the annual appointments by the Mayor. Various revisions to the document were discussed and a motion to approve Ordinance 2011-21 Amending Sections 1440.01 and 1440.05 of Chapter 1440 "Building Department" of the Codified Ordinances of the Village of Elburn with the amendments as discussed was made by Trustee Hastert and seconded by Trustee Gualdoni. A roll call vote ensued. Ayes: Ken Anderson, Grabarek, Gualdoni, Hastert, Schmidt, Walter. Nays: None. Motion carried.
 - b. Appointments – Mayor Anderson recommended the appointment of Tom Brennan as the Village of Elburn Building Commissioner. A motion to approve the Mayor's appointment was made by Trustee Grabarek and seconded by Trustee Ken Anderson. A roll call vote ensued. Ayes: Ken Anderson, Grabarek, Gualdoni, Hastert, Schmidt, Walter. Nays: None. Motion carried.
 - c. Approve Resolution 2011-15 Appointing the American with Disabilities Act Coordinator and Adopting Grievance Procedures to Resolve Complaints Alleging a Violation of Title II of the Americans with Disabilities Act – It was questioned if the three year retention of records is statutory. Village Attorney Britz was not certain. Action on this Resolution will be postponed to a future meeting so this can be researched.

- d. Approve Ordinance No. 2011-22 Amending Paragraph (d) "Number of Licenses," of Section 804.04 "Classification of Licenses; Fees; and Number of Licenses" of Chapter 804 "Alcoholic Beverage Sales" of the Village of Elburn Liquor Code – A motion to Approve Ordinance No. 2011-22 Amending Paragraph (d) "Number of Licenses," of Section 804.04 "Classification of Licenses; Fees; and Number of Licenses" of Chapter 804 "Alcoholic Beverage Sales" of the Village of Elburn Liquor Code was made by Trustee Walter and seconded by Trustee Schmidt. A roll call vote ensued. Ayes: Ken Anderson, Grabarek, Gualdoni, Hastert, Schmidt, Walter. Nays: None. Motion carried.

A draft of this year's audit has been received and will be brought to a future COW meeting for discussion. There is no new update on the employee manual.

13. Bills

- a. Approve the Bills List – A motion was made by Trustee Grabarek and seconded by Trustee Walter to approve the bills for Monday, August 1, 2011 for \$29,729.12 subject to confirmation of two minor questions on checks 39720 and 39729. A roll call vote ensued. Ayes: Ken Anderson, Grabarek, Gualdoni, Hastert, Schmidt, Walter. Nays: None. Motion carried.

14. Other Business – None

17. Adjourn - Trustee Ken Anderson motioned to adjourn the meeting at 7:55 p.m. with Trustee Gualdoni seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,



Diane McQuilkin
Village Clerk