



VILLAGE BOARD MINUTES MEETING OF APRIL 3, 2019

The Regular Meeting of the Village Board of Trustees, Village of Elwood, April 3, 2019, at 7:00 PM, was called to order by Village President Doug Jenco.

Present: Village Board President Doug Jenco, Village Board Trustees: Don LaPaglia, Jasen Melahn, Joe Berscheid, Mary Lopez, Mary Matichak, and Darryl Lab

Also, Present: Interim Village Administrator/Village Clerk Julie Friebele, Police Chief Fred Hayes, Director of Public Works Larry Lohmar, Finance Director Robbie Day, and Attorney Jordan Kielian

The Meeting Opened with the Pledge to the Flag

Presentations and Public Hearings

No presentations or public hearings were conducted.

Public Comments – Pertaining to Agenda Items

Members of the audience did not have public comments pertaining to the agenda items.

Consent Agenda

A motion was made by Trustee Melahn to approve the Consent Agenda as follows:

- Presentation of Minutes – March 6, 2019
- Presentation of Closed Session Minutes – March 6, 2019 – Not For Release
- Presentation of Bills – Paid Invoice Report February 23, 2019 through March 5, 2019, in the amount of \$1,150,849.22.
- Presentation of Bills – Paid Invoice Report March 7, 2019 through March 22, 2019, in the amount of \$12, 932.88.
- Presentation of Bills – Unpaid Invoice Report in the amount of \$294,177.37.

Trustee LaPaglia seconded the motion. A vote was called: Trustee LaPaglia – yes, Trustee Melahn – yes, Trustee Berscheid – yes, Trustee Matichak – yes, Trustee Lopez – yes, Trustee Lab – yes. The motion carried.

REPORTS & COMMUNICATIONS FROM VILLAGE OFFICIALS

Administration – Interim Village Administrator Julie Friebele

February 2019 Financial Report

The February 2019 Financial Report prepared by Finance Director Robbie Day was presented. The report was also reviewed during the Finance Committee meeting held on March 26, 2019. The report represents the Village of Elwood's year to date revenues, expenses, and end of the month fund cash balances.

An Ordinance Approving the Annual Budget of the Village of Elwood Beginning May 1, 2019 and Ending April 30, 2020

The annual public hearing for the proposed fiscal year (FY) budget and An Ordinance Approving the Annual Budget of the Village of Elwood was presented to the Board of Trustees on March 6, 2019. Finance Director Robbie Day presented highlights for the FY 2019-2020 Proposed Annual Operating Budget for each fund and by department. A motion was made by Trustee Lopez to adopt the Ordinance Approving the Annual Budget of the Village of Elwood Beginning May 1, 2019 and Ending April 30, 2020. Trustee Matichak seconded the motion. A vote was called: Village President Jenco – yes, Trustee LaPaglia – yes, Trustee Melahn – yes, Trustee Berscheid – yes, Trustee Matichak – yes, Trustee Lopez – yes, Trustee Lab – yes. The motion carried.

An Ordinance with Respect to Delegating Authority to Make Certain Transfers Within the Annual Budget

The Village of Elwood has previously adopted the Municipal Budget Process. To allow changes to be made within the annual budget the corporate authorities of the Village by a two-thirds vote may adopt an ordinance with respect to delegating authority to make certain transfers within the annual budget. If adopted the Village Administrator would authorize the department heads to delete, add to, change or create sub-classes within object classes previously budgeted to the department. A motion was made by Trustee Matichak to adopt an Ordinance with Respect to Delegating Authority to Make Certain Transfers Within the Annual Budget. Trustee Lopez seconded the motion. A vote was called: Village President Jenco – yes, Trustee LaPaglia – yes, Trustee Melahn – yes, Trustee Berscheid – yes, Trustee Matichak – yes, Trustee Lopez – yes, Trustee Lab – yes. The motion carried.

Bond Refinancing Underwriter Engagement Selection

The Village will begin refinancing several of our bond issues this fall. We need to assemble a finance team to help guide us through the debt restructuring process. Staff began with the selection of an underwriter. The Interim Village Administrator Julie Friebele and Finance Director Robbie Day met with two firms, Piper Jaffray & Co., and Bernardi Securities. Both firms have comparable qualifications and would provide good service.

- Piper Jaffray & Co. was introduced to the Village by our auditing firm Lauterbach and Amen, they have been in business since 1969 and participate in over 1,000 bond issues per year. Broker Eric Anderson quoted a fee not to exceed .0785% or \$7.85 per \$1,000 of bonds issued. If the Village were to refinance all \$30MIL of debt, it would equal a fee of \$235,500.
- Bernardi Securities of Chicago has been in business for 35 years and also participate in over 1,000 bond transactions per year. Robert Vail and Bernardi Securities have a previous business relationship with the Village. They served as the underwriters for our 2015 bond issue. Broker Robert Vail quoted a

fee not to exceed 1% or \$10.00 per \$1,000 of bonds issues. If the Village refinanced all \$30MILL of debt, it would equal a fee of \$300,000.

A motion was made by Trustee Melahn to approval of engaging the underwriter services of Piper Jaffray with respect to refinancing our general obligation bonds. Trustee Lab seconded the motion. A vote was called: Trustee LaPaglia – yes, Trustee Melahn – yes, Trustee Berscheid – yes, Trustee Matichak – yes, Trustee Lopez – yes, Trustee Lab – yes. The motion carried.

A Resolution Authorizing the Village President to Execute a Reciprocal Crossing Agreement Between Wolverine Pipe Line Company and the Village of Elwood

During the construction of an interconnection of the Elwood water system and the Joliet water system, the Village intends also to include sewer and fiber optic pipelines that would cross underneath the Wolverine pipeline located on South Brandon Road. The reciprocal crossing agreement between Wolverine Pipe Line Company and the Village of Elwood establishes protocols and procedures to ensure the safe construction, maintenance, and operation of the party's respective pipeline in the vicinity of the other party's pipeline. A motion was made by Trustee Matichak to adopt a resolution authorizing the Village President to execute a Reciprocal Crossing Agreement between Wolverine Pipe Line Company and the Village of Elwood. Trustee Lopez seconded the motion. A vote was called: Trustee LaPaglia – yes, Trustee Melahn – yes, Trustee Berscheid – yes, Trustee Matichak – yes, Trustee Lopez – yes, Trustee Lab – yes. The motion carried.

Baxter & Woodman Professional Agreement for Village Engineering Services

Since September 2016, Baxter & Woodman has been providing part-time Village Engineering services to the Village, to provide general engineering services, development review, attendance at Village Board and staff meetings as requested, participation in the weekly Public Works meeting, and assistance to Village Staff as needed. This is an annual contract, matching the Village's fiscal year. The current contract terminates on April 30, 2019. A motion was made by Trustee Lopez to approve the Baxter & Woodman Professional Agreement for Village Engineering Services. Trustee Matichak seconded the motion. A vote was called: Trustee LaPaglia – yes, Trustee Melahn – yes, Trustee Berscheid – yes, Trustee Matichak – yes, Trustee Lopez – yes, Trustee Lab – yes. The motion carried.

Elwood Baseball and Softball Association 2019 Sponsorship Request

Elwood Baseball & Softball Association (EBSA) is preparing for the 2019 season. The association is requesting the Village's support by sponsoring a youth baseball team. The EBSA provides a great baseball or softball experience for boys and girls in our community. Typically, the Village supports the EBSA with a sponsorship in the amount of \$500.00. A motion was made by Trustee Melahn to approve the Elwood Baseball and Softball Association 2019 Sponsorship request in the amount of \$500.00. Trustee LaPaglia seconded the motion. A vote was called: Trustee LaPaglia – yes, Trustee Melahn – yes, Trustee Berscheid – abstain, Trustee Matichak – yes, Trustee Lopez – yes, Trustee Lab – yes. The motion carried.

Reduce or Waive the Park Rental Fee for Elwood Community Church

Elwood Community Church would like to reserve O'Connor Park on September 8, 2019, for church service and a picnic. They completed and submitted the park rental form and also submitted a letter requesting a reduced park rental fee. A motion was made by Trustee Matichak to waive the park rental fees but to collect the \$200 security deposit from the Elwood Community Church for church service and a picnic at O'Connor Park on

September 8, 2019. Trustee Lab seconded the motion. A vote was called: Trustee LaPaglia – yes, Trustee Melahn – yes, Trustee Berscheid – yes, Trustee Matichak – yes, Trustee Lopez – yes, Trustee Lab – yes. The motion carried.

Senior Services of Will County Donation Request

More seniors are living alone than ever before. They often rely on the services of Senior Services of Will County. Senior Services assist seniors by offering services such as health screenings for bone density, hypertension, diabetes, transportation for groceries and doctors, and meals on wheels. They are requesting that the Village support their mission in 2019 with a donation in the amount of \$500 to help keep these important services available to seniors. In the past, the village has supported Senior Services with a donation of \$500.00. A motion was made by Trustee Matichak to approve the Senior Services of Will County donation request in the amount of \$500.00. Trustee Lopez seconded the motion. A vote was called: Trustee LaPaglia – yes, Trustee Melahn – yes, Trustee Berscheid – yes, Trustee Matichak – yes, Trustee Lopez – yes, Trustee Lab – yes. The motion carried.

Police Department – Chief Fred Hayes

During the month of February 2019, the Elwood Police Department responded to 448 calls for service. To see additional details about the types of calls residents can visit the Village of Elwood website.

Police officers issued a total of 209 citations for the month of February 2019:

- Local Citations (O.V.) 7
- State Citations 202
- Overweight Violations (1)

Arrest Report Summary for the month of February 2019:

- Traffic Arrests 18
- Warrant Arrests 4
- Criminal 2

Training Hours in the month of February 2019 in the following category:

OFFICER	CLASS	DATE	Hours
Ethan Anderson	Trauma Informed Response to Sexual Assault	2/7/19	8
Andrew Anderson	Trauma Informed Response to Sexual Assault	2/7/19	8
Ethan Anderson	Sexual Assault Investigator Training	2/8/19	8
Andrew Anderson	Sexual Assault Investigator Training	2/8/19	8
Ed Wright	Domestic Violence	2/27/19	5
Paul Sedlacek	Domestic Violence	2/27/19	5
Ken Jaburek	Domestic Violence	2/27/19	5
Ken Jaburek	Child Safety Seat Technician	2/20-23/19	32

Total Training Hours: 79

Public Works – Director of Public Works Larry Lohmar

Department Report

Basement Restroom

The basement restroom construction is complete and is ready for use.

Street Sweeping

Street sweeping is in full swing. Public Works completed about 80% of the Village and plans are to have it complete by the middle of next week.

Winter Garbage

Crews have been picking up all the garbage that accumulates over the winter.

Flag Pole at Village Hall

The flag pole at the Village Hall was snapped off by the high winds. Instead of purchasing a new one we were able to have the pole welded which saved about \$3800.00. Crews will be reinstalling it this week.

Pot Holes

Crews were out and spent all last week filling potholes. We used 6300 lbs. of patch to complete this task.

Fountain in Pond

The fountain was installed, but unfortunately, the controller that works the fountain has a short in it. We are working on getting it repaired.

Police Secure Records

The police secure records room construction is complete and is now operational.

Small Branch Pickup

We will begin our small branch pick up the last Wednesday of April. We ask the residences bundle the branches in small groups making it easier for the crews to handle.

Aclara Hosting and Backhaul Contract

The Village is contracted with Aclara for water meter data collection. Water consumption readings are transmitted daily using Verizon 3G network. Verizon is in the process of converting from 3G to 4G network. The Village's equipment will not support the 4G network. The Village's servers would have to be upgraded. If the Village switched to an Aclara cloud base hosted solution, we would not incur the cost of new servers. The Aclara Agreement for hosting and network connections will be at an annual cost of \$6,273.04. A motion was made by Trustee Melahn to approve the Aclara Hosting and Backhaul Agreement for a five (5) year term at an annual cost not to exceed \$6,273.04. Trustee Lopez seconded the motion. A vote was called: Trustee LaPaglia – yes, Trustee Melahn – yes, Trustee Berscheid – yes, Trustee Matichak – yes, Trustee Lopez – yes, Trustee Lab – yes. The motion carried.

Village Clerk – Julie Friebele

Elwood Children’s Garden – Spring Clean Up

- 801 N. Chicago Street
- April 6, 2019
- 1:00 pm - 2:30 pm

Village of Elwood – Annual Egg Hunt

- 401 E. Mississippi Avenue
- Saturday, April 13, 2019
- Beginning at 10:00 am

Elwood Community Church – Breakfast with the Easter Bunny

- 101 S Chicago Street
- Saturday, April 13, 2019
- 8:00 am – 11:00 am

Senior Event – Learn How to Sign Up for Money Saving Exemptions

- Will County Assessor’s Office - Jackson Township Building
- 100 Mississippi Avenue
- Monday, April 22, 2019
- Time: 10:00 am – 2:00 pm

Red Carpet Corridor

- History Club at the Village Hall
- 401 E. Mississippi Avenue
- Saturday, May 4, 2019
- Time: 8:00 am – 5:00 pm

Drive-In Movie – The Sandlot

- Lloyd Erickson Park – 801 N. Chicago Street
- Saturday, May 4, 2019
- Begins at dusk – concession stand – taco truck

Spring Clean Up – Waste Management

- Spring curbside collection
- Monday, May 6, 2019
- White goods, up to four (4) rimless tires

Lloyd Erickson Park – Old Pavilion Rebuild

- 801 N. Chicago Street
- Saturday – Sunday, May 18-19/2019
- Time: 9:00 am – 3:00 pm

Children’s Garden 2019 Planting Day

- 801 N. Chicago Street
- Saturday, May 18, 2019
- Time: 10:00 am – 12:00 pm

Elwood Community Days Celebration

- *Lloyd Erickson Park – 801 N. Chicago Street*
- *Friday – Sunday, August 23,24, and 25, 2019*

Government Finance Officers Association News Release

The Village of Elwood 2018 fiscal year-end Comprehensive Annual Financial Report (CAFR) qualified for GFOA's Certificate of Achievement for Excellence in Financial Reporting. This Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment.

Village President – Doug Jenco

President Jenco thanked all Village Staff for doing a great job and noted that they work hard for the community.

Plaques of Service Appreciation

Don LaPaglia and Jasen Melahn were presented with plaques in appreciation for the outstanding service they provided to the Village of Elwood serving as Village Trustees.

Other Business

There was no other business discussed.

Public Comments

Members of the audience did not have any public comments.

Closed Session

No closed session meeting.

Actions To Be Taken Following The Closed Session Meeting

No closed session, no actions were taken.

Adjournment

A motion was made by Trustee LaPaglia to adjourn the meeting. Trustee Melahn seconded the motion. All the Village Board Trustees present voted in favor of the motion. The motion carried.

Julie Friebele, Village Clerk