



## **VILLAGE BOARD MINUTES MEETING OF JUNE 5, 2019**

The Regular Meeting of the Village Board of Trustees, Village of Elwood, June 5, 2019, at 7:00 PM, was called to order by Village President Doug Jenco.

Present: Village Board President Doug Jenco, Village Board Trustees: Darryl Lab, Joe Berscheid, Tricia Maas, Michael Varman and Jodie Bertucci

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

### **The Meeting Opened with the Pledge to the Flag Led By Cub Scout Pack 156, Girls Den**

#### **Presentations and Public Hearings**

##### *Piper Jaffray Bond Restructure Presentation*

John Balzano, Vice President of Piper Jaffray, gave a presentation of bond debt issues most impactful to the Village finances. Piper Jaffray presented three options to consider when restructuring said debt.

- Option one: Restructure everything (except 2015 Bonds) in 2019 & 2020
- Option two: Restructure 2006 CAB's, Refund 2010A for savings & wait for 2010B (Restructure 2010A Bonds final maturity is not extended, and there is no optional redemption provision).
- Option three: Restructure 2006 CAB's, Refund 2010A for savings & wait for 2010B (Restructure 2010A Bonds final maturity is extended from 2030 to 2044, 14 additional years with an optional redemption provision on March 1, 2029).

#### **Public Comments – Pertaining to Agenda Items**

A member of the audience asked how many properties/owners are located within the Village of Elwood.

#### **Consent Agenda**

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

- Presentation of Minutes – May 1, 2019
- Presentation of Bills – Paid Invoice Report April 20, 2019 through April 30, 2019, in the amount of \$11,788.36.
- Presentation of Bills – Paid Invoice Report May 2, 2019 through May 31, 2019, in the amount of \$29,831.13.
- Presentation of Bills – Unpaid Invoice Report in the amount of \$248,295.79.

Trustee Bertucci seconded the motion. A vote was called: Trustee Maas – yes, Trustee Varman – yes, Trustee Berscheid – yes, Trustee Bertucci – yes, Trustee Lab – yes. The motion carried.

## **REPORTS & COMMUNICATIONS FROM VILLAGE OFFICIALS**

### **Administration – Interim Village Administrator Julie Friebele**

#### **April 2019 Financial Report**

The April 2019 Financial Report prepared by Finance Director Robbie Day was presented. The report represents the Village of Elwood’s year to date revenues, expenses, and end of the month fund cash balances.

#### **Code and Permit Requirements for J Power Temporary Construction Modules**

The energy project being constructed by JPower Development will be utilizing modular construction in the erection of the administration buildings. Pre-constructed trailer type structures will be attached together to make multiple offices. The local amendment requires all commercial structures to have a fire sprinkler system. They would like to consider the structures as temporary and not be required to install the fire sprinklers. JPower indicated these are temporary and will remain in place for a minimum of three years. The Village code limits temporary structures to 180 days.

Additionally, the exterior walls of the combined modules have no fire rating. Per the building code, it would be considered as one structure. The building code limits business offices using (unprotected combustibles) to 9,000 square feet. Because it is open around all sides of the structure it allows a 75% increase in this number of square footage and increase it to 15,570 square feet. The overall structure exceeds this allowable amount. The applicant is appealing the requirements because they consider it a temporary structure.

A motion was made by Trustee Berscheid to:

- 1) accept the structures as temporary and not be required to install the fire sprinklers provided the following required conditions are met:
  - i. The Fire chief accepts the structures as temporary.
  - ii. The contractor reapply every six months and pay the permit fees as a temporary structure.
  - iii. An inspection be performed every six months to make sure the use has not changed or there are different life safety hazards.
  - iv. The structures be removed at the end of the three year period.
  
- 2) accept the structure as temporary and allow the overall structure that exceeds the combined size of the allowable structure provided the following required conditions are met:
  - i. The Fire chief accepts the structures as temporary.
  - ii. The contractor reapply every six months and pay the permit fees as a temporary structure.
  - iii. An inspection be performed every six months to make sure the use has not changed or there are different life safety hazards.
  - iv. The structures be removed at the end of the three year period.

Trustee Varman seconded the motion. A vote was called: Trustee Maas – yes, Trustee Varman – yes, Trustee Berscheid – yes, Trustee Bertucci – yes, Trustee Lab – yes. The motion carried.

### 2019-2020 Alliant Mesirow Insurance Renewal Plans

To continue employee insurance coverage, the Village must renew its medical, dental, and life insurance plans annually by or before the first day of July. The Village formed an insurance committee to include employee representatives from the administration, public works, and police departments to discuss benefit options. The Committee met with Paul Mizera from Alliant Mesirow to review the proposed options. The proposed plans are essentially the same as those that are currently being offered to all employees. The health and dental insurance plans result in an 8.47% decrease over the current premiums. The premiums are a cost-shared between the Village and the employees. The employees currently pay 25% of the premium costs.

The proposed life insurance plan is the same that is currently being offered to all employees. The premium did increase by 8.63%, which amounts to an annual increase of \$326.02.

A motion was made by Trustee Berscheid to approve 2019-2020 Alliant Mesirow Insurance Renewal Plans, and also that the employees continue to pay 25% of the medical and dental insurance plans premiums. Trustee Bertucci seconded the motion. A vote was called: Trustee Maas – yes, Trustee Varman – yes, Trustee Berscheid – yes, Trustee Bertucci – yes, Trustee Lab – yes. The motion carried.

### Bond and Disclosure Counsel Letter of Engagement

Staff is working with Eric Anderson of Piper Jaffray on restructuring our bond debt. This process requires the Village to secure Bond Counsel and Disclosure Counsel. The Village previously engaged the services of Raymond Fricke as Bond Counsel and Disclosure Counsel on more than one occasion. Bond Counsel principally renders an approving opinion regarding the validity of the financing under applicable state and federal laws and federal tax status of the interest on the bonds and other matters. Disclosure Counsel serves to provide advice on issuer disclosure obligations and to prepare the official statement and/or continuing disclosure agreement. As noted in the Letter of Engagement based on an approximately \$13,000,000 refunding of two (2) series of bonds, the Bond Counsel fees are \$15,000, and the Disclosure Counsel Fee is \$12,000 for each series of refunding bonds to be issued.

A motion was made by Trustee Lab to authorize the Interim Village Administrator to execute the Letter of Engagement for Bond Counsel and Disclosure Counsel Services based on an approximately \$13,000,000 refunding of 2 series of bonds, the Bond Counsel fees are \$15,000 and Disclosure Counsel Fee is \$12,000 for each series of refunding bonds to be issued. Trustee Berscheid seconded the motion. A vote was called: Trustee Maas – yes, Trustee Varman – yes, Trustee Berscheid – yes, Trustee Bertucci – yes, Trustee Lab – yes. The motion carried.

### Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code

Each year, the Village must appropriate money from its Motor Fuel Tax account, which is managed by the Illinois Department of Transportation (IDOT). This money is used for, among other things, de-icing products. This year, we are proposing to use \$37,500 for rock salt and calcium chloride. The appropriation must be approved by the Board and subsequently by IDOT in order for the Village to use these funds.

A motion was made by Trustee Varman to approve and adopt the Resolution for Maintenance of Streets and Highways by Municipality Under the Illinois Highway Code and to authorize the Village Clerk to certify the said resolution. Trustee Maas seconded the motion. A vote was called: Trustee Maas – yes, Trustee Varman – yes, Trustee Berscheid – yes, Trustee Bertucci – yes, Trustee Lab – yes. The motion carried.

**Police Department – Chief Fred Hayes**

During the month of April 2019, the Elwood Police Department responded to 783 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 541 citations for the month of April 2019:

- Local Citations (O.V.) 16
- State Citations 525
- Overweight Violations (11)

Arrest Report Summary for the month of April 2019:

- Traffic Arrests 49
- Warrant Arrests 5
- Criminal 2

**Training Hours in the month of April 2019 in the following category:**

<b>OFFICER</b>	<b>CLASS</b>	<b>DATE</b>	<b>Hours</b>
Tony Lohmar	Field Training Officer	4/1-5/19	40
Nicholas Vanda I	Truck Enforcement	4/8-12/19	40
Ethan Anderson	Truck Enforcement	4/8-12/19	40
Ethan Anderson	Breath Alcohol Testing	4/17-18/19	16
Edward Wright	Blueline K9 Training	4/24-25/19	16

**Total Training Hours: 152**

**Public Works – Director of Public Works Larry Lohmar**

**Mowing:** Mowing crews have been working hard to keep up with the grass even mowing in the rain.

**Weed Control:** We have been pulling and spraying weeds trying to get ahead of them.

**L.E. Park Pavilion:** Public Works crews have totally redone the small pavilion starting with stripping and replacing the old asphalt roof with a new steel roof and trims. We replaced the rotted rafter beams with new LVL beams and jacked the roof up to straighten it. We replaced the plywood along the lower edges of the roof along and replaced all the electrical including new lights inside and out with new weatherproof outlets and fuse panel. Additionally, we also added a new coat of paint to brighten the underside.

**Water Leak:** The Village had a water main leak on Wednesday, May 26, 2019. The water leak was in a 12” main that supplies water to our water tower which runs under Walmart’s parking lot. In order to make the repairs required we had to dig up the blacktop lot and then proceeded to dig down 17’ to reach the water main. Once we reached the water main we found it to have a 3” x 6” hole in it. The water main was replaced with a new section of pipe and is now back in service. Because this main feeds directly to the water tower we issued a village-wide boil order. Once the test results came back all clear, the boil order was lifted.

**Storm Preparation:** Public works crews have been diligent in checking all storm catch basins, pond restrictors, village ditches, and outfalls to make sure they are clear. So far this is working as we haven't had any reports street flooding.

**Mosquito Spraying:** Due to the rain we were not able to spray for mosquitos yet this season. Weather permitting we will be spraying on June 5<sup>th</sup> and 6<sup>th</sup>.

### **Village Clerk – Julie Friebele**

*Elwood Community Consolidated School District #203*

The Village received a thank you letter from Theresa Rompala, for the \$200.00 donation the Village made to help support the Elwood School's Class Night.

#### ***Drive-In Movie – Moana***

- *Lloyd Erickson Park – 801 N. Chicago Street*
- *Saturday, June 8<sup>th</sup>*
- *Begins at dusk – concession stand*

#### ***Elwood's Annual Garage Sales***

- *Town Wide Garage Sales*
- *Friday & Saturday, June 7<sup>th</sup> & 8<sup>th</sup>*
- *Listing of garage sales are on the Village website*

#### ***Elwood Community Days Celebration – “It's All About Hometown Pride”***

- *Lloyd Erickson Park – 801 N. Chicago Street*
- *Friday – Sunday, August 23, 24, and 25, 2019*
- *Talent Show Information Contact Jill 815-370-9244*

### **Village President – Doug Jenco**

President Jenco thanked Police Chief Fred Hayes and the entire Elwood Police Department for the great job the department does.

He also thanked the Public Works and Administration staff for all of their efforts to spread the information to the community concerning the water main break boil order.

### **Other Business**

There was no other business discussed.

### **Public Comments**

A member of the audience discussed the following:

- An additional accessory building on his property.

### **Closed Session**

A motion was made by Trustee Bertucci to go into closed session to consider:

- *Appointment, Employment, Compensation, Discipline, Performance Or Dismissal Of Specific Employee(s), Appointment of Village Official*
- *Collective Bargaining*
- *The Consideration To Purchase Lease or Acquire Specific Real Estate Property*
- *The Probable Or Imminent And Pending Litigation*

Trustee Maas seconded the motion. A vote was called: Village President Jenco – yes, Trustee Maas – yes, Trustee Varman – yes, Trustee Berscheid – yes, Trustee Bertucci – yes, Trustee Lab – yes. The motion carried.

A motion was made by Trustee Berscheid to reconvene open session. Trustee Bertucci seconded the motion. A vote was called: Village President Jenco – yes, Trustee Maas – yes, Trustee Varman – yes, Trustee Berscheid – yes, Trustee Bertucci – yes, Trustee Lab – yes. The motion carried.

### **Actions To Be Taken Following The Closed Session Meeting**

#### **Appointment of a Village Trustee**

May 8, 2019, Mary Matichak submitted to Village Clerk Julie Friebele a letter of resignation formally notifying the Village that she is resigning her position as a Trustee of the Village of Elwood effective Wednesday, May 8, 2019. Mayor Jenco took into consideration that the election was recently held on April 2, 2019, and he would appoint the next person with the most votes that was on the April 2, 2019 election ballot but did not receive enough votes to secure a position on the Village Board. Mary Lopez received 156 votes; she declined the requested appointment. Ronald Schmidt received 134 votes and would accept the appointment to serve as a Trustee of the Village of Elwood until the next Consolidated Election. Mayor Jenco announced the appointment of Ronald Schmidt and requested the Trustees approve and confirm his appointment. A motion was made by Trustee Lab to approve and confirm the appointment of Ronald Schmidt to serve as a Trustee of the Village of Elwood until the next Consolidated Election. Trustee Bertucci seconded the motion. A vote was called: Trustee Maas – no, Trustee Varman – yes, Trustee Berscheid – yes, Trustee Bertucci – yes, Trustee Lab – yes. The motion carried.

#### **Oath of Office**

Village Clerk Julie Friebele administered the Oath of Office to Ronald Schmidt – Appointed Trustee.

#### **Adjournment**

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

*Julie Friebele, Village Clerk*