



**ELWOOD VILLAGE BOARD  
MEETING MINUTES OF  
MARCH 1, 2023**

**Call to Order**

The Regular Meeting of the Village Board of Trustees, Village of Elwood, March 1, 2023, at 7:00 pm was called to order by Village President Doug Jenco.

**Role Call**

Present: Village Board President Doug Jenco, Village Board Trustees: Ron Schmidt, Tricia Maas, Jodie Bertucci, Kendy Elberson, and Michael Varman

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

Not Present: Trustee Darryl Lab

**The Meeting Opened With the Pledge to the Flag**

**Presentations and Public Hearings**

*Robert Vail, Bernardi & Associates*

The Village Board of Trustees passed a Parameters Bond Ordinance to set not to exceed parameters for the series bond 2006 sale. The sale of the 2006 bonds and new bond documents were finalized, executed and closed on February 28, 2023. March 1, 2023 the 2006 Bonds were called in full.

*May 1, 2023 – April 30, 2024, Budget Public Hearing*

**Open the Public Hearing - May 1, 2023 through April 30, 2024, Annual Budget Public Hearing**

A motion was made by trustee Maas to open and conduct May 1, 2023 through April 30, 2024, Annual Budget Public Hearing. Trustee Schmidt seconded the motion. A vote was called: Village President Jenco – yes, Trustee Maas – yes, Trustee Varman – yes, Trustee Elberson – yes, Trustee Bertucci – yes, and Trustee Schmidt – yes. The motion carried.

**Proof of Notice**

The Public Notice Legal Notice of Public Hearing on the Proposed Annual Fiscal Year 2023-2024 Budget of the Village of Elwood was published in the Herald News on February 11, 2023, by order of the Village of Elwood and also posted on the Village website and outside of the main entrance of the Village Hall on Monday, February 13, 2023.

## **Staff Presentation**

### **General Fund Revenues:**

The total projected General Fund revenues for 2023/24 budget year is \$6,290,519. The gains are reflected in the several revenue line items such as video gaming, garbage user fees, building permits, and police safety grants.

### **General Fund Administration Department:**

The 2023/24 Administration Department Budget represents an increase in expenses over the current year. Worker's Compensation/Liability Insurance and Technology saw the most significant increases.

### **General Fund Police Department:**

The Police Department expenses increased slightly. The fuel market is unstable; therefore, the Village resolved to budget a 25% increase to cover unknown changes.

### **General Fund Streets Department:**

The Streets Department has several maintenance projects in the budget, including facilities maintenance, sidewalk repairs, tennis courts/pickle ball maintenance, and striping of secondary roadways.

### **Motor Fuel Tax:**

The per capita reflects an increase of Motor Fuel Tax (MFT) from \$23.00 to \$23.37. The per capita reflects MFT Transportation Renewal Tax increase from \$16.85 to \$19.12. The Village will be using a portion of the MFT fund balance to install streetlights on Heritage Drive, located just East of Route 53.

### **Water & Sewer Capital Fund:**

This year, the Village will continue to replace aging water meters and water meter transmission units (MTU's). We also request additional funds for the final phase of the fiber optic lines. The proposed budget amounts also include a transfer to the Water & Sewer Fund to pay the 2010A bond and interest payment. The 2010A Bond will be paid in full in 2030.

### **Water & Sewer Operating Revenues:**

The revenue budget includes a 6% increase in Water user fees and a 3% increase in Sewer user fees.

### **Water & Sewer Fund Water Expenses:**

The 23-24 Water Department Budget provides for facilities, vehicle and equipment maintenance, operating contracts and the debt service payment for the 2010A bond and interest payment split 50/50 between the water and sewer fund.

### **Water & Sewer Fund Sewer Expenses:**

The Sewer Department splits many line items with the water department, and as expected, there will be an increase to those shared line items in the Sewer Fund.

### **TIF Fund:**

The TIF Fund is a pass-through fund, Real Estate Taxes are collected, and the disbursement makes bond payments.

### **Capital Construction Fund:**

The capital construction budget increased due to some scheduled maintenance and purchases were placed on hold and carried over for a couple of years pending the Bond Series 2006 upcoming payments. We had to be cautious and prudent to make certain we could make the annual \$2.8 million dollar payments if we were unable to restructure the bond. Now that the Bond Series

2006 debt is restructured to Bond Series 2023 with affordable payments, we can address some of the needed outstanding items that were carried over for the past couple of years.

**Debt Service Fund:**

The debt service fund is another pass-through fund used to retire the Village's debt. The budget covers the payment for the 2023 bonds and paying agent fees.

**Village Board of Trustees Discussion**

Thank you to Julie Friebele and Robbie Day; team Elwood does a fantastic job planning and preparing the budget.

**Public Comments**

Members of the audience did not have public comments.

**Close the Public Hearing**

A motion was made by trustee Bertucci to close the May 1, 2023, through April 30, 2024, Annual Budget Public Hearing. Trustee Schmidt seconded the motion. A vote was called: Village President Jenco – yes, Trustee Maas – yes, Trustee Varman – yes, Trustee Elberson – yes, Trustee Bertucci – yes, and Trustee Schmidt – yes. The motion carried.

**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 Varman to approve the Consent Agenda as follows:

Presentation of Minutes – February 1, 2023

Presentation of Bills – Paid Invoice Report January 28, 2023 through January 31, 2023 in the amount of \$10,521.22.

Presentation of Bills – Paid Invoice Report February 2, 2023 through February 24, 2023 in the amount of \$71,938.38.

Presentation of Bills – Unpaid Invoice Report in the amount of \$130,400.96.

Trustee Elberson seconded the motion. A vote was called: Trustee Schmidt – yes, Trustee Maas – yes, Trustee Elberson – yes, Trustee Bertucci – yes, and Trustee Varman – yes. The motion carried.

**Reports & Communications From Village Officials**

**Administration – Village Administrator Julie Friebele**

**January 2023 Financial Reports**

The January 2023 Financial Report, prepared by Finance Director Robbie Day, was presented to the Village Board for review. 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, 2023 and Ending April 30, 2024**

The internal budget process allows for a comprehensive, transparent and detailed budget to be compiled. Annually the Village staff conducts a public hearing and presents the proposed fiscal year budget for review by the Board of Trustees. The public hearing notice was published in the Joliet Herald Newspaper on Saturday, February 11, 2023 and on Monday, February 13, 2023, it was posted on the Village website, and outside in front of Village Hall. This action assists

Village staff by making the day- to-day operations of the Village more efficient and accurate in coding payables and budgeting into the future. The Ordinance is presented for review and will be considered for adoption at the Village Board meeting scheduled on April 5, 2023.

**Police Department – Chief Fred Hayes**

**During the Month of January 2023**

The Elwood Police Department responded to 296 calls for service. For more details concerning the types of calls, residents can visit the Village of Elwood website.

Police officers issued citations:

- Local Citations (O.V.) 2
- State Citations 104
- Overweight Violations (7)
- Monthly Total 106
- Year to Date Total 106

Arrest Report Summary:

- Traffic Arrests 10
- Warrant Arrests 2
- Criminal 0
- Monthly Total 12
- Year to Date Total 12

**TRAINING REPORT:**

<b>OFFICER</b>	<b>CLASS</b>	<b>DATE</b>	<b>HOURS</b>
Sean Swabowski	Response to Sexual Assault	1/6/23	8
Anthony Lohmar	CRIME 123	1/11/23	8
Sarah Zimmerman	Response to Sexual Assault	1/14/23	8
Sarah Zimmerman	Sexual Assault Investigator	1/17-18/23	16
Sean Swabowski	Tactical De-Escalation	1/31/23	8

**Total Training Hours: 48**

**Elwood Police Department Significant Accomplishments in 2022**

Chief Fred Hayes discussed some of the significant accomplishments in 2022 and highlighted truck enforcement campaigns in the Village.

- Mississippi Avenue enforcement campaign for semi-truck violations resulting in officers stopping 219 semi-trucks in violation of the 6-ton weight limit restriction.
- Manhattan Road enforcement of the 5-ton weight limit restriction resulted in officers stopping over 217 semi-trucks.

**Request Authorization to Approve Agreement for Overweight Truck Permitting Services**

In an effort to develop a sound overall strategic plan and utilize a more cost-effective method of meeting the Village’s truck permitting requirements, the need to outsource all core IT support services has been identified. To ensure market competitiveness and determine the best approach to manage a truck permitting system, Village staff researched available vendors providing these types of services. After a comprehensive review of the truck permitting selection the staff recommends the Village enter into a professional services agreement with Oxcart Permit Systems. A motion was made by Trustee Bertucci to authorize and approve the agreement with Oxcart Permit systems, LLC for overweight truck permitting services. Trustee Schmidt seconded the motion. A vote was called: Trustee Schmidt – yes, Trustee Maas – yes, Trustee Elbersen – yes, Trustee Bertucci – yes, and Trustee Varman – yes. The motion carried.

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

### **Village Hall Air Conditioning**

The new air conditioning units are installed and the work is near completion. As soon as weather permits, the system will be filled with freon and will proceed with start up.

### **Waste Water Treatment Plant**

The mild slow snow season gave us the time and opportunity to majorly clean the treatment plant.

### **Leaf and Street Gutters**

Public Works staff went through the Village cleaning the street gutters of leaves and other debris, giving the Village its first sweeping of the year.

### **St. Louis Street**

Mr. Lohmar discussed St. Louis Street on the East side of Route 53. At times there is standing water on the road due to field runoff.

## **Village Administrator – Julie Friebele**

### **General Obligation Refunding Bonds Series 2015**

On February 7, 2023 the Village wired the funds to pay the final debt service payment of the General Obligation Refunding Bonds Series 2015 in the amount of \$941,768.32.

### **Consolidated Election, April 4, 2023**

Three (3) Village Trustees - Four (4) Year Term

- Tricia L. Maas
- Michael J. Varman
- Darryl P. Lab

Early Voting begins on Monday, the 20<sup>th</sup> day of March 2023, and continues for two weeks.

### **Children's Garden Calendar**

The Children's Garden Calendar of events there is fun to be had in the garden! Planting Day, Music in the Garden by: Hammered Dulcimer, Ukulele Moonshiners, Silverstrings, Landon James Tribute to the King, and Ray Koncar & the Boys. The calendar is posted on the Village Facebook site and is posted outside of the main entrance doors also flyers are available in the vestibule at the main entrance.

### **Easter Egg Hunt**

The Village will host the Annual Easter Egg Hunt on Saturday, April 1, 2023 at the Village Hall. Staff is preparing for the event and stuffed a few thousand eggs for the kiddos. This year there will also be surprise eggs with tickets inside them to be redeemed for prizes.

For more information please visit the Village Facebook site and or pick up a flyer in the vestibule at the Village Hall main entrance.

### **Elwood Community Days**

Elwood Community Days is going to be a three (3) day event scheduled on August 18<sup>th</sup>, 19<sup>th</sup>, and 20<sup>th</sup>. More information is to come.

**Upcoming Village Meetings**

Park Committee	Wednesday, March 22 <sup>nd</sup>	5:30 pm
Planning and Zoning	Tuesday, March 28 <sup>th</sup>	7:00 pm
Finance Committee	Tuesday, March 28 <sup>th</sup>	4:00 pm
Village Board of Trustees	Wednesday, April 5 <sup>th</sup>	7:00 pm

**Village President – Doug Jenco**

- Thank you to Bernardi & Associates Bob Vail, Administrator Julie Friebele, Finance Director Robbie Day and the rest of the team for the fantastic job getting the Bond Series 2006 restructured.
- Thank you to the Public Works department your doing a great job.
- Thank you to the Police Department are doing a terrific job.
- Thank you to the Citizens Committee, Raceway Pizza, and Mony/Jacks Tap for organizing the Euchre Tournament and raising money for Elwood Community Days. It was a great time and we appreciate the work that goes into an event and hope you are able to do it again.

**Other Business**

No other business was discussed.

**Public Comments**

Members of the audience did not have public comments.

**Closed Session**

No closed session meeting was held.

**Adjournment**

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

*Julie Friebele, Village Clerk*