



VILLAGE BOARD MINUTES MEETING OF MARCH 4, 2020

The Regular Meeting of the Village Board of Trustees, Village of Elwood, March 4, 2020, at 7:00 PM, was called to order by Village President Doug Jenco.

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

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

The Meeting Opened with the Pledge to the Flag

Presentations and Public Hearings

Wolverine Partners in Pipeline Education (PIPE) Program Presentation

Lou Kraus and George Caddick provided a Wolverine Partners in Pipeline Education (PIPE) Program Presentation. Wolverine transports over 333,000 barrels, which equals 15 million gallons of refined petroleum products such as gasoline and diesel fuel every day. Safety and damage prevention are their top priorities.

Proposed Annual Fiscal Year 2020 – 2021 Budget of the Village of Elwood

a) Open Public Hearing at 7:19 PM

A motion was made by Trustee Bertucci to open the public hearing for the Proposed Annual Fiscal Year 2020 – 2021 Budget of the Village of Elwood. Trustee Schmidt seconded the motion. A vote was called: Village President Jenco – yes, Trustee Maas – yes, Trustee Varman – yes, Trustee Berscheid – yes, Trustee Lab – yes, Trustee Schmidt – yes, Trustee Bertucci – yes. The motion carried.

Finance Director Robbie Day gave a powerpoint presentation of the proposed 2020-2021 Annual Budget. Ms. Day reviewed the fund balances, revenues, and expenses of the proposed 2020-2021 budget.

General Fund Revenues:

Total projected revenues of \$4.4 million for 20-21 come in \$122,000 below the current budget, the decreases are seen in the following revenue line items, Utility Tax and Police Fines with the transfers In accounting for the major portion of the decrease.

General Fund Administration Department:

The 20-21 Administration Department Budget represents a \$132,000 or 6.6% reduction in expenses over the current year. Professional Fees and Technology saw the largest reductions while Workman's Compensation saw an increase of 8.64% Village Wide. A total projected budget of \$1.9 is being requested.

General Fund Police Department:

The Police Department is requesting \$1.7 MIL for the fiscal year 2021, a \$46,000 decrease. The reduced cost in Personnel Services comes from the retirement of a seasoned officer and the passage of the union contract; this represents the majority of the 2.64% decrease. Uniform allowances saw a slight increase to \$750 per officer. With the purchase of Narcan and trauma kits, a \$1950 increase in medical expenses is also required.

General Fund Streets Department:

The Streets Department has several maintenance projects in its \$855,000 projected budget, including repairs to the generator and air handler at the Village Hall and the restrooms at Tyler Park. This facility maintenance projects and the proposed Equipment Maintenance makes up the majority of the 7% increase.

Motor Fuel Tax:

The per capita fee for Motor Fuel tax has decreased from \$25.75 to \$25.35; however, we are receiving additional transportation funds from the Statewide fuel increase 2019. The Village will be using part of the fund balance to finish the St. Louis Street alignment. This project is a continuation of an 80/20 cost-sharing with the State of IL.

Water & Sewer Capital Fund:

The Village will be purchasing \$23,000 water meters and MTU's again this year to replace aging units. The proposed \$350,285 budget amount also includes a transfer for debt service payment.

Water & Sewer Operating Revenues:

The proposed \$1.2 MIL budget includes a 6% increase in Water user fees and a 3% increase in Sewer user fees.

Water & Sewer Fund Water Department:

The 20-21 Water Department budget represents a 3.17% decrease over the current year. Professional fees saw the greatest reduction, \$21,000. Scheduled facilities and system maintenance account for the \$13K increase in those line items.

Water & Sewer Fund Sewer Department:

The Sewer Department splits many line items with the Water Department, and as expected, there is a reduction to professional fees of \$37,000. Facilities maintenance expenses require additional funds for the replacement of a headworks pump. The combined proposed operating budget for Water & Sewer departments is \$1.3MIL.

TIF Fund:

The TIF Fund is a pass-through fund, real estate taxes are collected and the disbursement to make bond payments.

Capital Construction Fund:

The Capital Construction fund has a 2,050,640 budget for 20-21. Expenses include the replacement of two (2) police vehicles, with safety packages for \$117,044. Safety upgrades to the Administration reception area and also concrete replacement at the main entrance of the Village Hall, where settling has occurred. We will use part of the fund balance to cover our portion of the St. Louis Street Re-Alignment. These funds will be reimbursed by the State of IL and deposited back into Capital Construction fund. A transfer of 1,055,597 accounts for the majority of this year's budget, these funds are used to cover the operation of the Police and Streets Departments.

Debt Service Fund:

The Debt Service fund is another pass-through fund, used to retire the Village's debt. The \$960,880 budget covers the payment for the 2015 bonds. This bond issue will be completed in 2023.

Village Board of Trustees discussed the following:

- Bond payments.
- Presentation of the budget is very comprehensive and transparent.

b) *Public Comments* – Members of the audience did not have public comments.

c) *Close the Public Hearing at 7:32 PM*

A motion was made by Trustee Schmidt to close the public hearing for the Proposed Annual Fiscal Year 2020 – 2021 Budget of the Village of Elwood. Trustee Varman seconded the motion. A vote was called: Village President

Jenco – yes, Trustee Maas – yes, Trustee Varman – yes, Trustee Berscheid – yes, Trustee Lab – yes, Trustee Schmidt – yes, Trustee Bertucci – 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 Bertucci to approve the Consent Agenda as follows:

Presentation of Minutes – February 5, 2020

Presentation of Closed Session Minutes – February 5, 2020 (Not for Release)

Presentation of Bills – Paid Invoice Report January 25, 2020 through February 4, 2020, in the amount of \$45,656.43.

Presentation of Bills – Paid Invoice Report February 6, 2020 through February 21, 2020, in the amount of \$57,451.20.

Presentation of Bills – Unpaid Invoice Report in the amount of \$115,136.67.

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

REPORTS & COMMUNICATIONS FROM VILLAGE OFFICIALS

Administration – Village Administrator Julie Friebele

January 2020 Financial Report

The January 2020 Financial Report prepared by Finance Director Robbie Day was presented to the Village Board for review. The report was also examined by the Finance Committee at the meeting held on February 25, 2020. 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, 2020 and Ending April 30, 2021

Annually the Village staff conducts a public hearing and presents the proposed fiscal year budget for review by the Board of Trustees. Modifications to the internal budget process has allowed for a more comprehensive, transparent, and detailed budget to be compiled. 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 was presented as a first read. No action was taken.

An Ordinance Approving and Authorizing the Execution of an Option and Lease Agreement Between the Village of Elwood and Central States Tower IV, LLC

The Option and Lease Agreement by and between the Village of Elwood and Central States Tower IV, LLC, a Delaware Limited Liability Company is to permit the tenant to use the premises for the transmission and reception of communications, signals, and the installation, construction, maintenance, and operation necessary to the successful and secure use of the Communications Facility on the property. A motion was made by Trustee Lab to forego the final reading and adopt an Ordinance Approving and Authorizing the Execution of an Option and Lease Agreement Between the Village of Elwood and Central States Tower IV, LLC. Trustee Varman seconded the motion. A vote was called: Trustee Maas – yes, Trustee Varman – yes, Trustee Berscheid – yes, Trustee Schmidt – yes, Trustee Bertucci – yes, Trustee Lab – yes. The motion carried.

An Ordinance Granting a Special Use Permit On Real Property in the Village of Elwood (Central States Tower)

A public hearing was held at 7:00 pm on February 25, 2020, before the Plan Commission. The applicant, Central States Tower IV, LLC, is requesting approval of a Special Use Permit for the installation of a new one hundred fifty-foot (150') monopole with associated antennas and ground-mounted equipment in the I-4B zone district.

New telecommunication facilities in industrial zone districts that do not meet the definition of Small Wireless Facilities (Sec. 164.02) may be permitted as Special Uses in accordance with Section 162.097(G) of the Code of Ordinances. The applicant submitted an application for Special Use to permit the construction of a one hundred fifty-foot (150') monopole with associated antennas, ground-mounted equipment, and access and utility easements within a 5,625 sq ft (75' x 75') lease area.

The subject site is approximately 4.69 acres and located within the I-4B (Large Scale Planned Industrial - Industrial Park Overlay) zone district. The primary character of the area consists of heavy industrial and intermodal uses. The site is currently owned by the Village of Elwood and is vacant, aside from minor flatwork and minimal landscaping. The total proposed site disturbance to the install the monopole and access road is roughly 12,000 sq ft (.26 acres).

The Plan Commission recommends approval of the issuance of a Special Use Permit for the property consisting of approximately 4.69 acres described in the Application, which is already annexed to the Village. The recommendation is made to include the conditions set forth below and any other conditions set forth in the Commission Record.

The Plan Commission recommends a Special Use for a one-hundred fifty (150') foot tower with associated antennas and ground mounted equipment and makes the following findings:

1. That telecommunications towers located in Industrial Zones must demonstrate how the proposed Special Use will satisfy the conditions as set forth in Section 162.097 (1-11) of the Village Code. The requested Special Use satisfies those conditions as set forth in the Staff Report prepared by Safe Built Studio which report is incorporated into this Report.

2. That Section 162.023 of the Village Code provides that a Special Use is only permitted when the Plan Commission finds the criteria set forth in the Ordinance are adequate. The Plan Commission finds that the request meets the requirements of 162.023 for the reasons set forth in the Safe Built Staff Report.

The Plan Commission recommends approval of the Special Use with the following requirements:

1. The tower and associated equipment shall be of a neutral color;
2. Compliance with the approved Plans and Specifications;
3. Compliance with all Village Ordinances.

A motion was made by Trustee Maas to forego the final reading and adopt an Ordinance Granting a Special Use Permit On Real Property in the Village of Elwood (Central States Tower). Trustee Bertucci seconded the motion.

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

An Ordinance Amending Section 91.05 of the Village of Elwood's Code of Ordinances to Allow Chickens on Certain Residential Properties

The Village established guidelines for the control of animals within the community prohibiting any farm animal or livestock to be kept upon certain residential properties. Many residents contacted the Village requesting an amendment to our current Village code to allow for chickens to be kept on certain residential properties. Raising your own chickens is a great way to improve the health of your family by providing organic eggs with no added hormones, and chickens are a natural source of pest control. The proposed ordinance amending Section 91.05 of the Village code would provide that residential chickens are permitted in Single Family Residential Districts subject to regulations. Some of the regulations as described in Exhibit "A" of the proposed ordinance include the placement and upkeep of enclosures and coops, number of chickens, and the storage of feed. An Ordinance amending sections 91.05 of the Village of Elwood's code of ordinances to allow chickens on certain residential

properties in the Village was presented as a first read on February 5, 2020. The ordinance was amended to include construction standards for the coop. A motion was made by Trustee Lab to table the Ordinance Amending Section 91.05 of the Village of Elwood’s Code of Ordinances to Allow Chickens on Certain Residential Properties. Trustee Varman seconded the motion. A vote was called: Trustee Maas – yes, Trustee Varman – yes, Trustee Berscheid – no, Trustee Schmidt – yes, Trustee Bertucci – yes, Trustee Lab – yes. The motion carried.

Elwood Baseball and Softball Association 2020 Sponsor Request

Elwood Baseball & Softball Association (EBSA) is preparing for the 2020 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 sponsors the EBSA in the amount of \$500.00. A motion was made by Trustee Bertucci to approve Elwood Baseball and Softball Association 2020 sponsor request as a Division Level Sponsor in the amount of \$500.00. Trustee Maas seconded the motion. A vote was called: Trustee Maas – yes, Trustee Varman – yes, Trustee Berscheid – abstain, Trustee Schmidt – yes, Trustee Bertucci – yes, Trustee Lab – yes. The motion carried.

Police Department – Chief Fred Hayes

During the month of January 2020

The Elwood Police Department responded to 737 calls for service. For more details concerning the types of calls, residents can visit the Village of Elwood website.

Police officers issued a total of 331 citations:

- Local Citations (O.V.) 26
- State Citations 305
- Overweight Violations (22)
- Year to Date Total 331

Arrest Report Summary:

- Traffic Arrests 42
- Warrant Arrests 3
- Criminal 1

TRAINING REPORT:

OFFICER	CLASS	DATE	Hours
Sean Swabowski	Breath Alcohol Testing	1/8-9/20	16
Sean Swabowski	TASER Course	1/15/20	6

Total Training Hours: 22

New Safety Beacons Installed to Help Keep Kids Safe in Elwood School Zone

To help keep children safe around Elwood School the Village of Elwood Public Works Department installed enhanced traffic control devices in the school zone on Chicago Avenue. The yellow flashing beacons will flash only when the school district is in session.

A Resolution to Enter a Reciprocal Reporting Agreement Between the Village of Elwood and the Elwood School District 203

A motion was made by Trustee Maas to adopt a Resolution Modifying Resolution No. 2020-02 to Enter a Reciprocal Reporting Agreement Between the Village of Elwood and the Elwood School District 203. Trustee

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

Public Works – Director of Public Works Larry Lohmar

Well & Improvements

Electric service and the generator are installed at well 8. Crews are testing the equipment inside the well house in preparation for the motor and pump to be installed. We will not receive the pump until the beginning of April.

Saint Louis Street Project

IDOT Bureau of Local Roads awarded the St. Louis Street project to PT Ferro. The next step will be to have a pre-construction meeting with PT Ferro for the letting. Our next meeting is March 16, 2020, and construction should begin by the end of March.

Waste Water Treatment Plant (WWTP) Vessels (Water Softener)

Work has started on the WWTP vessels (water softener), the submittals were submitted for review and work on the salt storage tanks is ongoing. Work has also started on the Scada controls.

Waste Water Treatment Plant Repairs

The explosion proof heater at the headworks building was changed due to the age of the equipment and was not working anymore.

Signs

Signs reading NO DOGS were installed at all Village parks.

Village Clerk – Julie Friebele

Abraham Lincoln National Cemetery

February 18th, we had an informative meeting with representatives from Abraham Lincoln Cemetery. The meeting produced a solid understanding of a new well, estimated water usage, and their construction project and process moving forward. They are establishing 20,000 new burial sites and constructing additional upgrades.

General Primary Election

The Village of Elwood is once again participating as an early voting location for all Will County residents at the Village Hall, Monday through Friday, between the hours of 9:00 am – 4:00 pm. Early voting began at the Village Hall on March 2, 2020, and it ends March 13, 2020.

- Last day for early voting at the Will County Clerk’s office is March 16th.
- The General Primary Election Day is March 17, 2020.
- Please contact the Will County Clerk’s office for additional information.

Elwood’s Annual Egg Hunt

Elwood’s Annual Egg Hunt will be held at the Village Hall.

Saturday, April 4th beginning promptly at 10:00 am. The children will be separated into three (3) groups and scheduled as follows:

Ages 1-3 Time: 10:00 am

Ages 4-6 Time: 10:15 am

Ages 7-10 Time: 10:30 am

There will be prizes for all. Please bring your own baskets!

Elwood Community Church

Saturday, April 4th, 8:00 am – 11:00 am - breakfast, photos, and crafts with the Easter Bunny.

Elwood Community Days

The Village of Elwood is making preparations for our 30th Elwood Days Celebration on August 21, 22, and 23, 2020. This year's theme is "Time Marches On." This is a very important event for our community as well as the surrounding communities. This event provides a festival for neighbors, friends, and families to gather, share, and enjoy the festivities. Some of the activities are a parade, carnival, music, food, and fireworks. Please check the Community Days website for a full schedule of activities. Carnival ride mega passes are available now at the Village Hall for \$50.00 each. The mega passes will be available at the gate for \$75.00 each.

2020 US Census

The start of the 2020 Census is fast approaching and Illinoisans have much to lose without an accurate count of all our residents. Illinois was historically undercounted in the 2010 Census.

In mid-March, homes will begin receiving invitations to complete the 2020 Census. Once the invitation arrives, you should respond for your home in one of three ways: online, by phone, or by mail.

The 2020 Census will determine congressional representation, inform hundreds of billions in federal funding, and provide data that will impact communities for the next decade.

Upcoming Schedule of Village Meetings

Finance Committee Meeting on Tuesday, March 24th at 4:00 pm (Note: Meeting is scheduled on the 4th Tuesday of the Month not the Last Tuesday of the Month)

Planning and Zoning Meeting on Tuesday, March 24th at 7:00 pm

Park Committee Meeting on Wednesday, March 25th at 6:00 pm

Village President – Doug Jenco

- *Police and Public Works*
Thank you to the police and public works departments; you guys do a great job.
- *Planning and Zoning Commission*
Thank you to the Plan Commission and the great job they did regarding the Central States Tower project.
- *Annual Fiscal Year 2020 – 2021 Budget of the Village of Elwood*
I am proud of Robbie Day, Fred Hayes, Larry Lohmar, and Julie Friebele and their hard work and tough choices they had to make cutting the expenditures to the budget as much as possible.
- *Village Trustees*
Being a Village Official is a tough job. There are some difficult decisions that you have to make; it is an important job. Thank you for your dedication to Village.

Village Administrator Salary Adjustment

A motion was made by Trustee Schmidt to approve the Village Administrator's salary adjustment in the amount of \$90,000 effective March 1, 2020. Trustee Schmidt seconded the motion. A vote was called: Trustee Maas – yes, Trustee Varman – yes, Trustee Berscheid – yes, Trustee Schmidt – yes, Trustee Bertucci – yes, Trustee Lab – abstain. The motion carried.

Other Business

Discussion concerning recreational marijuana sales in the Village.

Public Comments

A member of the audience asked the trustees to consider that chickens in residential areas would attract other animals such as coyotes. This is not a farm town like it used to be and is not appropriate for chickens in residential areas.

Closed Session

No Closed Session.

Actions To Be Taken Following The Closed Session Meeting

No closed session, no actions to be taken.

Adjournment

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

Julie Friebele, Village Clerk