

Shabbona Village Board Meeting Minutes

DECEMBER 18, 2023 REGULAR BOARD Meeting

The Regular Meeting of the Shabbona Village Board was called to order by Village President Donald J. Goncher on Monday, **DECEMBER 18, 2023** at 7:00 P.M. in the meeting room at Village Hall, 206 S. Blackhawk Street, Shabbona IL. The following were present:

Title	Name	Present	Not Present		Title	Name	Present	Not Present
President	Donald J. Goncher	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Trustee	Marc Cinnamon	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Treasurer	Cindy Barnes	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Trustee	Denny Sands	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Clerk	Jen Morrison	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Trustee	Allison Kidd Probst	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Attorney	Robert Kudlicki	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Trustee	David Simpson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Engineer	Chastain & Associates: Curtis Cook	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Trustee	Joy Fay	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Public Works	Bud Forrer	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Trustee	Geoff Cooker	<input checked="" type="checkbox"/>	<input type="checkbox"/>

OPENING OF MEETING/PLEDGE OF ALLEGIANCE/ ROLL CALL

Roll Call Vote: Marc Cinnamon-aye, Allison Kidd Probst-aye, Denny Sands-absent, Joy Fay-aye, David Simpson-aye, Geoff Cooker-aye. 5 present.

ADDITIONS TO THE AGENDA – none

APPROVAL OF AGENDA – Allison Kidd Probst motioned to approve the agenda, Geoff Cooker seconded. All in favor vote aye, motion carried.

CITIZENS ADDRESSING THE BOARD: Mr. and Mrs. Jefko told the board that they are concerned about neighbors who started out with two dogs and there have been puppies and cats added to the residence. Range between 5-6 dogs, constantly barking when outside, and the Jefko's dog has been attacked really bad one time, they have come after their dog 3-4 times and on Jefko's property. There is supposed to be an invisible fence on neighbor's property but dogs have crossed property line out of their yard multiple times. They have talked to them, but the neighbor's 3 dogs have attacked their dog. They called DeKalb County Sheriff's office and two different officers came out and told them that they need to have pictures or video of the dogs trespassing on their property. They added steps to the east side of their deck and shortened their dog's lead to help minimize their dog being able to see neighbor's dog or be seen by. Shabbona has nothing in ordinance that limits pets dogs/cats. Mr. Jefko is concerned about safety and that animal owners are held responsible for their animals. The Board will discuss the animal control ordinance. Mr. and Mrs. Jefko will talk to the neighbors one more time and after that they will only call police.

REPORTS and ACTION

A. ANNUAL AUDIT REPORT – LAUTERBACH & AMEN LLP: Joe Laudont reviewed management letter and annual audit report with the Board of Trustees. An unmodified opinion was received from audit, which is highest opinion that can be received.

B. VILLAGE ENGINEER: Curtis Cook

1. PROJECT UPDATES:

1. Apache Street – David Simpson motioned to accept one of the bids, Geoff Cooker seconded. O'Brien \$336,024.75. Martin & Company \$340,294.75, Elliot & Wood \$338,207.10. Discussion of low three bidders – Elliot & Wood is doing downtown project in 2024. Don concerned about putting all the work with one company for 2024. Marc Cinnamon motioned to approve bid to

O'Brien for \$336,024.75 for Apache Street project, Allison Kidd Probst seconded. Roll Call Vote: Joy Fay-aye, Allison Kidd-Probst-aye, Denny Sands-absent, Geoff Cooker-aye, David Simpson-no, Marc Cinnamon-aye. 4-1no-1 absent. Motion carried.

a. Shabbona Road Water project – bid opening on January 16, 2024, 10am at Village Hall.

C. PUBLIC WORKS REPORT-BUD FORRER: They have installed more radios and replaced the necessary water meters. Leaf vac was installed back in truck and they did more leaf pick up over past few weeks. Well House #6 bulk tank of chlorine being delivered monthly now. Door was ordered for Well House #3, Don contacted Syndeo and they will pay for the door. Reading meters between Christmas and New Years.

D. COMMITTEE REPORTS:

1. **FINANCE COMMITTEE-ALLISON KIDD PROBST:** nothing to report currently
2. **INFRASTRUCTURE COMMITTEE-MARC CINNAMON:** nothing to report currently
3. **DEVELOPMENT COMMITTEE-ALLISON KIDD PROBST:** nothing to report currently
4. **PUBLIC AFFAIRS COMMITTEE-DAVID SIMPSON:** Had a great Winter Holiday Festival. Next meeting is on March 13, 2024.

E. DEKALB COUNTY SHERIFF – reviewed Sheriff's report for November 2023

F. VILLAGE CLERK

2. **APPROVAL OF REGULAR BOARD MEETING MINUTES FROM November 27, 2023**-Geoff Cooker motioned to approve the minutes of the Board Meeting from September 25, 2023, Joy Fay seconded. All in favor vote aye, motion carried.
3. **ZONING:** Board reviewed building permits issued to date
4. **ANNUAL REQUIRED TRAININGS:** Please turn in all sign-off/certification sheets to Jen tonight or at Village Office on Wednesday

FINANCIALS

A. APPROVAL OF BILLS AND PAYROLL – Joy Fay motioned to approve December 2023 bills and payroll, Geoff Cooker seconded. Roll Call Vote: Allison Kidd-Probst-aye, David Simpson-aye, Denny Sands-absent, Marc Cinnamon-aye, Joy Fay-aye, Geoff Cooker-aye. 5-1 absent Motion carried.

1. **DONATION REQUEST – FLEWELLIN MEMORIAL LIBRARY:** Melanie Berg, Library Director, has requested the board consider a donation request for installation of new emergency door in children's room at the Library. She has so far only had one contractor respond to estimate requests, Ken Spears Construction for \$24,900. Daily attendance is up 64% and only halfway through fiscal year. Joy Fay motions that village would pay necessary matching funds towards any grant received or up to maximum of \$24,900, David Simpson seconded. Roll Call Vote: Allison Kidd-Probst-aye, David Simpson-aye, Denny Sands-absent, Marc Cinnamon-aye, Joy Fay-aye, Geoff Cooker-aye. 5-1 absent. Motion carried.

B. TREASURER'S REPORT – David Simpson motioned to accept the Treasurer's report, Joy Fay seconded. Roll Call Vote: Joy Fay-aye, Allison Kidd-Probst-aye, Denny Sands-absent, Geoff Cooker-aye, David Simpson-aye, Marc Cinnamon-aye. 5-1 absent. Motion carried.

C. UTILITY BILLING: currently no issues.

OLD BUSINESS

A. INTERGOVERNMENTAL AGREEMENT WITH SHABBONA FIRE PROTECTION DISTRICT: As of last week, Keith was still waiting for response from Fire Department Attorney to schedule a meeting to discuss the IGA.

B. PROPERTY NOTICES/VIOLATIONS UPDATE:

- a. 311 North Illini – Jen asked if letter was sent out per board consensus at November meeting when board asked Keith to close out and send letter notifying resident that the village appreciates the work done to date and would no longer proceed with litigation.
- b. 304 W Navaho –B&F was asked to make notice for dangerous building/notice to abate. Owner agreed garage needs to come down, he came to village and asked about permit to take building down. Don referred him to B&F Construction to get a permit. Next court date 1/3/2024


- c. West Comanche – daughter is involved now and the property is still being used for storage of semi-trailers. Next court date 12/28
 - d. 205 N Hiawatha – certified letter sent in mid-November was not picked up at Post Office. Village posted violation notice with copy of letter on residence door on 12/14. Still no response to date. Need to have Sheriff issue citation next.
- C. VACANT BUILDINGS/PROPERTY MAINTENANCE UPDATE:** No property owners have registered vacant buildings nor have any requested to present plan for remediation to the board.
- a. 115 is vacant, has extensive plumbing work needed (and no building permits) and per attorney letter they have every intention of following village requirements to register building. Nothing to date – Village received letter on 12/7 and it was forwarded to Keith Foster along with 60 pages of letters and documentation issued to owner. They asked if late fees could be waived as they did not receive 9/11 mailing (never picked it up at post office as it required signature—notice was left for them twice in the mailbox at their residence)
 - b. 117 is not vacant, there are renters in each of the two apartments. They are paying upstairs and downstairs utility bills, however, they are not approved for downstairs apartment – and that information was included in documents with letters sent to him as well as verbally.
 - c. 300 E Comanche – refused 12/4 letter, received back on 12/6
 - d. Nothing has been heard from anyone else
 - e. What is status of Liens? Board approved moving forward with liens at November meeting. Robert said he would ask Keith for an update on liens.
 - f. 106.5 Comanche – no water, no sewer, no garbage, no legal business running out of the building, says using as storage and small engine repair. Storage is not allowed per ordinance. Don is looking for a certified assessor to assess property.

NEW BUSINESS

- A. ORDINANCE 2023-12-18 REGARDING THE ILLINOIS PAID LEAVE FOR ALL WORKERS ACT:** Geoff Cooker motioned to approve Ordinance 2023-12-18 regarding the Illinois Paid Leave for All Workers Act, Marc Cinnamon seconded. Roll Call Vote: Marc Cinnamon-aye, Allison Kidd-Probst-aye, Denny Sands-absent, David Simpson-aye, Joy Fay-aye, Geoff Cooker-aye. 5-1 absent Motion carried.
- B. REVIEW OF TITLE 4 CHAPTER 2 ANIMAL CONTROL:** Dogs –Need to address not controlling animals – which is failing the ordinance we already have and enforce on the issue of dogs at large and noisy dogs. Citations need to be issued and the village attorney gets notified. Need to discuss number of dogs/cats—if you have so many dogs then physical fence of certain height is required. Tied out dogs should not be able to reach the Village sidewalk. Dogs and chickens will be on the January agenda.

ADJOURNMENT: Geoff Cooker motioned for adjournment at 8:17PM, David Simpson seconded. All in favor vote aye, motion carried.

Meeting Minutes of the Village of Shabbona, Illinois submitted by Village Clerk, Jennifer Morrison.

/s/  _____

Approved: January 22, 2024