

**VILLAGE OF DAVIS JUNCTION  
ADMINISTRATIVE BOARD MINUTES  
Tuesday, August 23, 2022 @ 7:00 p.m.  
Village Hall, 106 N. Elm Street, Davis Junction, Illinois**

CALL TO ORDER AND ROLL CALL

Rick opened the meeting at 7:00 p.m.

Present: President Rick Wurm, Clerk Sandie Maahs, Treasurer Brenda Ognibene, Trustees John Talbot, Chris Samples, Nathan Maahs, William Luchsinger, Bill Motisi, and Jen Christenson

Absent:

Also in attendance: Public Works Supervisor Bret Ferge

CONSENT AGENDA

Rick reviewed the items to be considered for the Consent Agenda.

- a. Removal of Items from Consent Agenda
- b. Approval of Consent Agenda by Omnibus Vote

Consent Agenda

1. July 26, 2022 Administrative Board Minutes
2. Bills Payable/Warrant List dated August 23, 2022 – Total: \$66,348.87
3. Resolution No. 22-28 - A Resolution Approving and Authorizing Execution of Grant Agreement Between the State of Illinois, Illinois Emergency Management Agency, and Village of Davis Junction

Jen made a Motion to Place Agenda Items 1, 2, and 3 inclusively as Consent Agenda items and that all Items be Considered Together as the Consent Agenda. John seconded the Motion. Motion passed on the following roll call vote: Jen, Bill, John, Nathan, Chris, and William: yes

Jen made a Motion to Adopt Consent Agenda Items 1 through 3 inclusively on the Consent Agenda in a Single Group Pursuant to the Omnibus Vote Procedures Specified in the Illinois Municipal Code. Nathan seconded the Motion. Motion passed on the following roll call vote:  
Bill, John, Nathan, Chris, William, and Jen: yes

- c. Approval of Any Items Removed from Consent Agenda

REPORTS OF OFFICERS

**PRESIDENT**

- a. Appointment of Zoning Board of Appeals/Planning and Zoning Commission Member  
Rick made the recommendation to appoint Greg Schwanke to the Zoning Board of Appeals/Planning and Zoning Commission. John made a Motion to Consent to the Appointment of Greg Schwanke to the Zoning Board of Appeals/Planning and Zoning Commission. Chris seconded the Motion. Motion passed on the following roll call vote:  
John, Nathan, Chris, William, Jen, and Bill: yes

## CLERK

- a. Discussion and possible approval of Resolution No. 22-29 – A Resolution Ratifying the Destruction of Certain Closed Session Recordings  
Sandie discussed that the Resolution is to ratify the destruction of a closed session tape caused by a scrivener's error in a previous resolution. John made a Motion to Approve Resolution No. 22-29 – A Resolution Ratifying the Destruction of Certain Closed Session Recordings. Chris seconded the Motion. Motion passed on the following voice vote:  
John, Nathan, Chris, William, Jen, and Bill: yes

## TREASURER/HUMAN RESOURCES

- a. Discussion on Treasurer's Report dated July 31, 2022  
Brenda discussed that the bank account balances will be available after the auditors have completed the account adjustments. The Board had no questions on the report.

## REPORTS OF COMMITTEES

### COMMUNITY DEVELOPMENT AND EVENTS COMMITTEE

#### FINANCE COMMITTEE

- a. Ratification of Emergency Expenditures (*Permanent Agenda Item*)

William spoke with the property owner for the parcel the Village would like to purchase north of Community Park, and he will be reaching out to his partners to discuss.

William confirmed that the Village did receive the Rebuild Illinois grant from the State for \$3,000,000. Brenda confirmed that she has already done some financial paperwork for the grant. Village Engineer Matt Hanson will be at the meeting on September 6, 2022 to discuss the grant further. William discussed that he would like to engage businesses who are interested in purchasing the building at some point to discuss design. William discussed the purpose of the grant being for water and sewer utilities, subdivision of a parcel of land into eight commercial lots, installation of a loop road off of Route 72, and building of a 8,000 square foot building a cost of approximately \$3.9 million. The Board discussed tax generating businesses.

#### ORDINANCE ENFORCEMENT COMMITTEE

Bill has been working on complaints and attending Ogle County Economic Development Committee meetings.

#### STREETS & DITCHES COMMITTEE

Chris discussed that the purpose of the microsurfacing is to extend the life of the roads, which saves money, and that is it not intended to be smooth like asphalt. Chris discussed that there was a stone that was in the mix which will be fixed, but overall the microsurfacing was done well. The Board discussed that the microsurfacing will smooth out over the winter and that the microsurfacing done this year looked like it has been done in other years.

Chris shared that the bid opening for the sidewalk area in front of the fire station occurred and asked that the project be added to the agenda for discussion in two weeks.

#### PARKS COMMITTEE

John shared that the bid opening for the pond project occurred and asked that the project be added to the agenda for discussion in two weeks.

#### UTILITIES COMMITTEE

Nathan discussed the water issues in Rolling Meadows. Sandie shared how the Village is attempting to help the residents with clean water sources, other support measures, and working with other entities to set up resources to be prepared when it happens again. Nathan discussed that the current property owners are not interested in connecting to the Village water. The Board

discussed past attempts to connect Rolling Meadows to Village water. Nathan thanked Bret and Sandie for their work on assisting Rolling Meadows residents.

Sandie shared that B&F confirmed that our current contract offers both zoning and code enforcement services, with zoning at \$100/hour and code enforcement at \$70/hour. William shared concerns for life safety and fire safety violations at a local business. Sandie will contact B&F regarding the additional services and the possible violations. Sandie shared that if anyone has an issue they can still let Bill or the office know, and the office would serve as the point of contact to notify B&F as this allows the treasurer to confirm the costs as well. After discussion on both services, the Board did not object to using B&F for future zoning issues as those are recoverable costs and also asking B&F to provide the code enforcement services of up to 8 hours per week to the Village.

Sandie discussed the current issues with a new home builder plan not following the requests of B&F.

#### ECONOMIC DEVELOPMENT COMMITTEE

- a. Discussion on Ogle County Economic Development Committee  
Chris confirmed with Rick that he will attempt to attend a meeting at a time in the future. Rick confirmed that attendance at the Ogle County Economic Development Committee is for a trustee to gather information and not speaking on behalf of the entire Board.

#### PUBLIC COMMENT

No public commented.

#### ADJOURNMENT

John made a Motion to Adjourn the Meeting. Chris seconded the Motion. Motion passed on unanimous roll call vote of those present at 7:52 p.m.

---

Sandie Maahs, Village Clerk