

Village of Kaneville Board of Trustees Meeting Minutes
2s101 Harter Rd, Elburn, IL 60144
November 20th, 2025 @ 7 pm

1. Call to Order and Pledge of Allegiance at 7pm

2. Roll Call and Establishment of Quorum

x	Eric Brannstrom-President	x	Paul Ross-Trustee		Shawn Flaherty - Attorney
x	Taryn McCuan-Clerk	x	Jessica Lilliebridge-Trustee	x	Bill Thomas - Attorney
	Heide Greiff-Treasurer	x	Lou Roenna - Trustee	x	Mike Stoffa - Code Officer
x	Alexa Hill - Trustee	x	Stephanie Kames - Trustee		

3. Approval of Agenda

- a. Jessica motioned first for approval followed by Lou who second.
 - i. Roll call vote - All yes of approval

4. Approval of Previous Month's Minutes

- a. Alexa motioned first for approval followed by Paul who second.
 - i. Roll call vote - All yes of approval

5. Report from Sheriff's Deputy

a. Patrol Schedule - Vote on approved dates

- i. The village is requesting 8 patrol dates for the month of January.
- ii. October patrol requests were not filled due to fall activities and fest in the Kane County area.
- iii. In November we requested 5 shift and only 2 were covered.
- iv. Stephanie motioned for approval followed by Jessica who seconded the approval.

6. Reports and Communications

a. President's Report - n/a

b. Clerk's Report

i. FOIA Request -

1. FOIA request for the LRS garbage contract that was completed and sent to the requester via email.

ii. Christmas Lights Contest

1. Be held on Thursday, December 18th, 2025.
2. Trustees are to send their top 3 picks to Taryn prior to the next meeting to pick the winner. Any ties will be voted on by the trustee board.

iii. 2026 Meeting Dates

1. Mentioned to the meeting to come to the December meeting with any dates that do not work for them for the 2026 meeting year.

c. Treasurer's Report

i. Illinois Comp. Controller report in October

1. To be continued next month as Heide was not at this months meeting.

ii. Profit and Loss Statement

1. Jessica motioned first for approval followed by Paul who second

Village of Kaneville Board of Trustees Meeting Minutes

2s101 Harter Rd, Elburn, IL 60144

November 20th, 2025 @ 7 pm

for approval.

2. Roll call vote of all yes's.

d. Approve Bills

- i. Paul motioned first for approval followed by Lou who second for approval.
- ii. Roll call vote of all yes's.

e. Building and Zoning Report

i. 2S330 Harter Road, Elburn, IL - Updates

1. There is a shared well issue and the water is flowing to both properties.
2. Kane county has approved all the property forms as they move along.

ii. 2S483 Daubermann Rd, Elburn, IL Updates

1. A certified letter was attempted to be delivered to the residents to be notified of a hearing date but it was not delivered and/or accepted.
2. Bill Thomas, the attorney that works with Shawn Flaherty asked Mike Stoffa what is in the letter and it is a 15 day notice of hearing. The unopened certified letter envelope was given to Bill to open and review.
3. The owner Mr. Marek was in attendance
4. Ordinance 2010-04, Section 805 talks about notice. The village shall give a written notice to notify the homeowner and the person who is on the last assessed real estate taxes of the notice. This is due to property negligence. This notice is 15 days to comply or a hearing is given after the first notice.

- a. Next step is a personal service with a courier of the sheriff's department to deliver the letter.

5. Mike Stoffa asked Bill Thomas if we could ask Mr. David Marek if he had any comments. He introduced himself and stated that he can stay after the meeting to set a date to help comply.
6. Eric asked David Marek that after all the extensions we have given him, why did he not comply and resolve this issue in that allotted amount of time.
7. The village board agreed on the date of **Thursday, December 11th, 2025 at 7pm in the village room** for the hearing date.
8. Mike Stoffa advised David that he would like to get the property into compliance and resolve the matter.
9. Bill Thomas stated that he would like the village to send a normal mailed letter to David Marek of the hearing date.

iii. 2S086 Harter Rd, Elburn, IL Updates

1. The extensive garage sale items have been removed from the front of the year.

iv. Zoning & Violation Updates

1. Mike Stoffa suggested sending a letter to every resident about code

Village of Kaneville Board of Trustees Meeting Minutes

2s101 Harter Rd, Elburn, IL 60144

November 20th, 2025 @ 7 pm

violations that would cause a complaint.

- a. A letter addressed to each homeowner, following the code and a date of March 1st, 2025 that we will be enforcing the codes and ordinances in the village.

7. Reports from Standing and Special Committees

a. Road Repair Forecast

i. Discuss Elm St Repave

- 1. Eric stated that any leftover road work and culverts that is set on the property that Dale Pearson leases. The work that he did was done by Dale and Trent Pearson at no charge to the village.
- 2. The resident near the culverts expressed his displeasement of the culverts pipes still being there. Eric expressed that when farming is done that Dale will get the piping cleaned up.
 - a. Eric stated that he will follow up with Dale about the pickup of the culvert pipes that are on private property of farmland.
- 3. Dale has put dirt along all the edges of the road and we will seed in the spring when grass can grow again.

8. Resolutions and Ordinances- Discuss and Vote - n/a

9. Old Business

a. Progress on Priorities -n/a

b. Complaints - n/a

10. New Business

a. Items from the Board

- i. Dan Kolbolt, the Kaneville Township supervisor, presented to the village board that the township's budget is very tight. That the community center is used by all of the village residents.
- ii. The township is funding the bills and repairs of the entire building.
 - 1. 10K in utilities are being spent a year by the township.
 - 2. \$20K for general liability and casualty insurance
 - 3. \$3500 in real estate taxes for renting out all the spaces within the township building.
 - 4. \$60K for a new roof of the building.
 - 5. Dan positioned the village on some financial help with the township for operational expenses.
 - 6. Eric mentioned that we need to know what the township's expectations are from the village. The village leases the room for only \$50/month.
 - a. The board needs to have a conversation and legal to see what options we have.
 - b. Possible to renegotiate the lease to be used to help cover those expenses.
 - 7. Eric asked that the township comes with a fair market value rent.
 - 8. The township's next meeting is Tuesday, December 9th, 2025.

Village of Kaneville Board of Trustees Meeting Minutes

2s101 Harter Rd, Elburn, IL 60144

November 20th, 2025@ 7 pm

iii. Jessica mentioned harassment training but she needs Eric's assistance to get the link for a public entity.

b. Review and Vote on Donation Requests - n/a

11. Public Comment - n/a

12. Adjourn- Lou motioned to adjourn the meeting followed by Alexa at 7:51pm