



Town of Elizabeth

Board of Trustees Regular Meeting - Record of Proceedings

Tuesday, July 8, 2025 at 7:00 PM

Town Hall, 151 S. Banner Street

Call to Order

The Regular Meeting of the Board of Trustees for the Town of Elizabeth was called to order on Tuesday, July 8, 2025, at 7:10 pm by Mayor Angela Ternus.

Roll Call

Present:

Mayor Angela Ternus
Mayor Pro Tem Tracy Hutchins
Trustee Loren Einspahr
Trustee Dave Conley
Trustee Michael Schroder
Trustee Steve Gaither
Trustee Cynthia Thye

Absent:

There was a quorum to do business.

Also in Attendance:

Town Administrator Patrick Davidson
Town Clerk Michelle Oeser
Public Works Director Mike DeVol
Assistant Public Works Director James McErnie
Police Chief Jeff Engel
Planner / Project Manager Alexandra Cramer

Pledge of Allegiance

Mayor Ternus led the Board in the Pledge of Allegiance.

Public Comment

This is a meeting of the Board of Trustees held in public. We welcome you here and thank you for your time and concerns. When you are recognized, please stand and state your name and address to the Board. Your comments will be limited to 5 minutes. If many speakers are anticipated, the Mayor may (a) shorten the time limit; (b) ask speakers to limit themselves to new information and points of view not already covered by previous speakers; and/or (c) limit the total time of public comment to allow the Board to proceed to consider items set on the regular meeting agenda. The Board of Trustees may not respond to your comments during this meeting, but rather take your comments and suggestions under advisement and your questions will be

directed to the appropriate person or department for follow-up. Personal attacks against Board Members, Administrative Staff, or Employees will not be recognized. If a response from Staff is requested, the Mayor will direct Staff to have a response at the next regularly scheduled Board meeting.

There was no Public Comment.

Agenda Changes

Administration corrected item 2 to say Main Street Board of Directors from the Historic Advisory Board.

No changes from the Board.

Agenda set.

Consent Agenda

1. Minutes of the June 10, 2025, Regular Meeting

Motion by Trustee Einspahr, seconded by Trustee Gaither, to Approve the Consent Agenda.

Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Schroder, Trustee Gaither, Trustee Thye

Voting No: None

Motion Passed Unanimously (7-0)

New Business

2. Discussion and possible appointment of a new Main Street Board of Directors Member – Alexandra Cramer

Motion by Mayor Pro Tem Hutchins, seconded by Trustee Schroder, to approve the appointment of David Colleran to the Main Street Board of Directors.

Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Schroder, Trustee Gaither, Trustee Thye

Voting No: None

Motion Passed Unanimously (7-0)

Public Hearing

3. Elizabeth Liquor Store Project Site Development Plan – Alexandra Cramer

Alexandra Cramer provided a Staff report.

Blake Widmer spoke to the Board as the applicants' representative.

The applicant, Harjot Singh, spoke with the board.

Mayor Ternus opened the Public Hearing for public comment.

There was no public comment.

Mayor Ternus closed the Public Hearing and re-entered the Regular Meeting at 7:51p.m.

New Business

4. Discussion and possible action on Resolution 25R22, a Resolution approving the Site Development Plan

for the Elizabeth Liquor Store Project – Alexandra Cramer

Motion by Trustee Einspahr, seconded by Trustee Gaither, to approve Resolution 25R22, a Resolution approving the Site Development Plan for the Elizabeth Liquor Store Project.

Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Schroder, Trustee Gaither, Trustee Thye

Voting No: None

Motion Passed Unanimously (7-0)

5. Discussion and possible action on Resolution 25R23, a Resolution adopting the Town of Elizabeth Artificial Intelligence (AI) at work policy – Michelle Oeser

Motion by Mayor Pro Tem Hutchins, seconded by Trustee Schroder, to approve Resolution 25R23, a Resolution adopting the Town of Elizabeth Artificial Intelligence (AI) at work policy.

Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Schroder, Trustee Gaither, Trustee Thye

Voting No: None

Motion Passed Unanimously (7-0)

6. Discussion and possible action on Resolution 25R24, a Resolution authorizing the Town Administrator to enter into a Professional Services Agreement with Paypoint HR, LLC to perform a compensation study and pay equity analysis for the Town of Elizabeth – Patrick Davidson

Motion by Trustee Schroder, seconded by Trustee Conley, to approve Resolution 25R24, a Resolution authorizing the Town Administrator to enter into a Professional Services Agreement with Paypoint HR, LLC to perform a compensation study and pay equity analysis for the Town of Elizabeth.

Voting Yes: Mayor Ternus, Trustee Einspahr, Trustee Conley, Trustee Schroder, Trustee Gaither, Trustee Thye

Voting No: Mayor Pro Tem Hutchins

Motion Passed (6-1)

Management Monitoring Reports

7. Management Monitoring Reports

- Town Administrator Patrick Davidson:
 - Discussion on the Main Street Car Show.
 - Discussion on signs in Town Right Away.
 - Discussion on Legacy Village HOA having the impression that the Town would be taking over their pond and park.
 - Discussion on the upcoming budget workshop.
 - Discussion on 86 and Main.
 - Discussion on a planned duck race by Running Creek Park.
- Police Chief Jeff Engel:
 - 1 interview is set for a lateral transfer officer.
 - Discussion on the 4th of July.
 - Code Enforcer Case has been busy working on code compliance.
 - Officers have rotated day and night shifts.
- Public Works Director Mike DeVol:
 - Street and Parks lost one employee, but do have an interview with an applicant later this week.

- Discussion on 86 and Main.
- Discussion on "cloudy" water.
- Discussion on bulk water sales.
- Discussion Main Street punch list items.
- Discussion on Walnut Grove.
- Town Clerk Michelle Oeser:
 - Update on Ice Cream Social dates and locations.
 - Discussion on Back to the Badge.
 - Congratulated Alexandra Cramer on earning her AICP certification from the American Institute of Certified Planners.
 - Discussion on Harmony Malakowski's work on website accessibility and records retention work.

Board of Trustees Report

8. Board Reports

- Mayor Angela Ternus:
 - Discussion on attending the CML Conference.

Minutes

9. Minutes of the Planning Commission Meeting of May 20, 2025

Adjournment

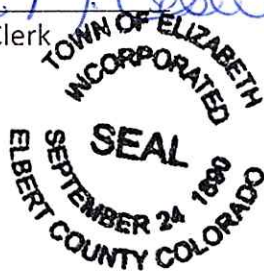
Motion by Mayor Pro Tem Hutchins, seconded by Trustee Schroder, to adjourn the meeting at 9:30 pm.

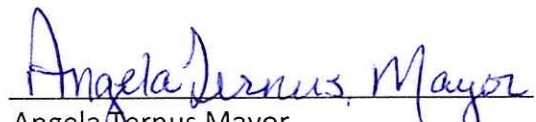
Voting Yes: Mayor Ternus, Mayor Pro Tem Hutchins, Trustee Einspahr, Trustee Conley, Trustee Schroder, Trustee Gaither, Trustee Thye

Voting No: None

Motion Passed Unanimously (7-0)


Michelle M. Oeser Town Clerk




Angela Ternus Mayor