



**MINUTES FOR VILLAGE OF PINGREE GROVE
BOARD OF TRUSTEES MEETING
Village Hall, 14N042 Reinking Rd, Pingree Grove, IL 60140**

**Monday, April 3, 2017
7:00 p.m.**

1. CALL TO ORDER

President Wiedmeyer called the meeting to Order at 7:00pm.

2. PLEDGE OF ALLEGIANCE

The Board recited the Pledge of Allegiance.

3. ROLL CALL

The Roll was called; answering present were President Wiedmeyer and Trustees: Thomas, Spieker, Paszkiewicz, LaMarca, and Pearson. Also present were: Police Chief Shawn Beane, Interim Finance Director Karen Plaza, Interim Public Works Director Pat Doherty, Village Attorney Dean Frieders, Village Engineer Dave Burroughs, and Village Clerk Dawn Grivetti.

4. PUBLIC COMMENTS

There were no comments from the public.

5. SPECIAL PRESENTATIONS

a. Update on The Milk House

Clint Carey, 14N230 Reinking Rd, Pingree Grove, owner of The Milk House, presented conceptual plans for expanding The Milk House with a larger kitchen for the production of locally manufactured ice cream, a coffee shop and additional parking. He also stated the Noble Carrot would not be opening this year.

Attorney Frieders indicated the next step would be Staff review of the plans followed by a review from the Planning and Zoning Commission.

b. Proclamation 2017-P-02 Recognizing April 24 – 28, 2017 as Distracted Driving Awareness Week

President Wiedmeyer recognized April 24-28th 2017 as Distracted Driving Awareness Week

- c. Proclamation 2017-P-03 Recognizing May 22 – June 4, 2017 as *Click It or Ticket* Mobilization Enforcement Period
President Wiedmeyer recognized May 22 – June 4, 2017 as *Click It or Ticket* Mobilization Enforcement Period

6. CONSENT AGENDA

Trustee Paszkiewicz made a motion, seconded by Trustee Pearson to approve the consent agenda which included the Minutes from Village Board Meeting March 20, 2017 and the Warrant List of April 3, 2017 in the amount of \$163,092.53. A Roll Call vote determined Trustees: Paszkiewicz, Pearson, Thomas, Spieker, and LaMarca answered aye. Roll Call vote passed 5-0.

7. ITEMS FOR SEPARATE ACTION

- a. Approval of 2017-R-06 Resolution for Maintenance of Streets and Highways IDOT
Interim Director Doherty reported DR Horton Cambridge intends to turn over additional public roads to the Village this year which will increase the street sweeping expense by \$2,625.00. Trustee Pearson made a motion, seconded by Trustee Thomas to approve Resolution 2017-R-06 authorizing the expenditure of Motor Fuel Tax Funds for road repair in the amount of \$92,818.30, and to approve a professional services agreement with Engineering Enterprises, Inc, for related engineering services. A Roll Call vote determined Trustees: Pearson, Thomas, Spieker, Paszkiewicz, and LaMarca answered aye. Roll Call vote passed 5-0.
- b. Approval of Professional Service Agreement with EEI for Maintenance Engineering of MFT Funds at \$4,808.30
This item was approved with prior motion above.
- c. Approval of Professional Service Agreement with Benesch via EEI for Bridge Inspections at \$9,000
Bridge inspections are required by law. There was discussion as to how inspections are or could be funded. A consensus of the Board would prefer bridge inspections be paid from MFT funds instead of SSA funds. This item is table until next meeting pending a comparative bid.
- d. Approval of Professional Service Agreement with McCloud Aquatics at \$9,200
Trustee LaMarca made a motion, seconded by Trustee Thomas authorizing the Village of Pingree Grove to enter into a professional service agreement with McCloud Aquatics in an amount not to exceed \$9,200. A Roll Call vote determined Trustees: LaMarca, Thomas, Spieker, Paszkiewicz, and Pearson answered aye. Roll Call vote passed 5-0.
- e. Approval of Professional Service Agreement with Benchmark Sales and Services of IL at \$9,750
Trustee LaMarca made a motion, seconded by Trustee Thomas authorizing the Village of Pingree Grove to enter into a professional service agreement with

Benchmark Sales and Services of IL, Inc., in an amount not to exceed \$9,750. A Roll Call vote determined Trustees: LaMarca, Thomas, Spieker, Paszkiewicz, and Pearson answered aye. Roll Call vote passed 5-0.

- f. Approval of Professional Service Agreement with Farrell Landscaping, Inc for Street Sweeping

There was discussion as to when this service was last bid. Interim Public Works Director Doherty stated Farrell Landscaping cleans DR Horton Cambridge's construction sites in town as they clean the Village streets. Trustee Paszkiewicz made a motion, seconded by Trustee Thomas authorizing the Village of Pingree Grove to enter into a professional service agreement with Farrell Landscaping Inc. A Roll Call vote determined Trustees: Paszkiewicz, Thomas, Spieker, LaMarca, and Pearson answered aye. Roll Call vote passed 5-0.

- g. Approval of Professional Service Agreement Clarke Environmental Mosquito Management, Inc at \$16,457

It was confirmed this service has been budgeted for 6 treatments in FY18. Trustee Paszkiewicz made a motion, seconded by Trustee LaMarca authorizing the Village of Pingree Grove to enter into a professional service agreement with Clarke Environmental Mosquito Management Inc, not to exceed \$16,457. A Roll Call vote determined Trustees: LaMarca, Thomas, Spieker, and Pearson answered aye. Trustee Paszkiewicz answered nay. Roll Call vote passed 4-1.

- h. Approval of Purchase of 2017 Ford Transit Van from State Bid

There was discussion regarding purchasing a used vehicle versus a new vehicle; and a van versus a truck. Interim Director Doherty explained the need for a van to protect materials and supplies needed for water and irrigation service and repair. A van would be more efficient than a truck for its intended use. A new vehicle would be under warranty; a used vehicle may be in poor condition. The Board debated to either table the item for one month or authorize purchase of a used vehicle. Trustee LaMarca made a motion seconded by Trustee Spieker to authorize the Public Works Director to purchase an appropriate work van for public works use, with a vehicle cost (exclusive of equipment) not to exceed \$21,000. A Roll Call vote determined Trustees: LaMarca, Spieker, Paszkiewicz, and Pearson answered aye. Trustee Thomas answered nay. Roll Call vote passed 4-1.

- i. Approval of Purchase of 2017 Ford F-350 Pickup Truck with Accessories from State Bid

Interim Director Doherty stated plowing cul-de-sacs requires special attention, and this vehicle makes plowing safer and more efficient. As more neighborhoods are added to the street maintenance program, additional vehicles will be needed to effectively clear the streets of snow in a safe and timely fashion. Trustee Spieker made a motion, seconded by Trustee Thomas to authorize the Public Works Director to purchase a state bid 2017 Ford F-350 extended cab pickup truck with accessories in an amount not to exceed \$59,000. A Roll Call vote determined Trustees: Spieker,

Thomas, Paszkiewicz, and Pearson answered aye. Trustee LaMarca answered nay. Roll Call vote passed 4-1.

- j. Approval of Purchase of a Tandem-axle Truck Package from State Bid at \$237,022
Interim Director Doherty explained the benefits of flexible use of an interchangeable hook-bodied truck versus a solid body, non-hook truck. FY18 Budget contemplates a five year lease to purchase. The Board discussed the need for such a vehicle, and the financing of it from multiple accounts based on assumed usage. Trustee Thomas made a motion, seconded by Trustee Paszkiewicz to authorize the Public Works Director to purchase a NJPA Contract Bid 2017 Peterbilt 348 Cab & Chassis Swap Loader Truck package not to exceed \$237,022 financed through a five year lease to purchase. A Roll Call vote determined Trustees: Thomas, Paszkiewicz, Spieker, LaMarca and Pearson answered aye. Roll Call vote passed 5-0.

8. **PRESIDENT'S REPORT**

President Wiedmeyer had nothing to report.

9. **STAFF REPORTS AND DISCUSSION**

a. Legal

Attorney Frieders reported on a proposed industrial development looking to locate in Pingree Grove. The facility would require special use consideration by the Planning and Zoning Commission in conjunction with a public hearing if pursued. Attorney Frieders also reported on communication with Northern Kane Educational Corp. and School District 300 to secure local approval of improvements to the tutorial center at the charter school. He further reported on commercial development outreach to national chain retailers to gauge their interest in locating in Pingree Grove. The response was favorable. Several locations were proposed, but the possibility of development would be at least five years out.

Attorney Frieders reported Neighborhood 27, formerly known as Red Oaks Plantation, did not have a signage plan when approved. Parking conflicts with mail delivery have been recognized. Staff will communicate with DR Horton Cambridge and bring back appropriate recommendations. A consensus of the Board is for future developments to consult with the Post Office in the concept planning stage to avoid conflicts.

b. Police

Chief Beane distributed the March report; referenced the Law Enforcement Torch Run for Special Olympics; and recommended reversing no parking signs on Sandcastle to maximize parking in the area.

c. Finance

Interim Director Plaza distributed draft budgets for FY18 to the Board for their review and gave an update on the Bookkeepers progress.

d. Public Works

Interim Director Doherty had nothing more to report.

e. Engineering

Engineer Burroughs reported Neighborhood 19 is currently under construction. Revised plans have been received and concerns have been addressed. Engineers continuing to collect data from Staff for the water rate study. Talks continue on the Rt 20 Roundabout with IDOT, the City of Elgin and the developer. Engineers continue to work on punch-list items in various neighborhoods; and the progress of the salt building and the acquisition of appropriate top soil was discussed.

f. Planning

There was no report.

g. Clerk/Communications

Clerk Grivetti reported on the new website kickoff meeting and temporary site development plan. She also attended the New Perspectives on Growing Local Economies conference at NIU today where tourism, sharing of information, marketing, incentive programs, and local capital assets were discussed. A reminder to vote in the Consolidated Election was offered.

10. OLD BUSINESS

Trustee Spieker asked why reduction of the meter rate change was not added to tonight's agenda. Trustee LaMarca requested the removal of the meter charge be included as an action item on the April 17th agenda.

At 8:50pm, Trustee LaMarca made a motion, seconded by Trustee Paszkiewicz to take a short recess to celebrate President Wiedmeyer's birthday. A Voice vote determined all were in favor.

Regular session reconvened at 9:09pm

11. NEW BUSINESS

An email was sent to Village Board members from School District 300 referencing impact fees. They would like to be included in future dialogue regarding development impact fees.

Trustee Spieker cited a park grant opportunity that requires daily internet voting. An e-blast message will go out informing residents of the opportunity to participate.

12. EXECUTIVE SESSION—To discuss Personnel pursuant to 5 ILCS 120/2(c)(1) & 5 ILCS 120/2(c)(2)

At 9:12 pm Trustee LaMarca made a motion, seconded by Trustee Thomas to convene an Executive Session of the Village Board for the purpose of discussing Personnel pursuant to 5 ILCS 120/2(c)(1) and 5 ILCS 120/2(c)(2). A Roll Call vote determined Trustees:

LaMarca, Thomas, Spieker, Paszkiewicz, and Pearson answered aye. Roll Call vote passed 5 -0.

At 9:48pm Trustee Pearson made a motion to return to regular session, seconded by Trustee Thomas. President Wiedmeyer directed that a Voice vote be taken. All present answered aye, and President Wiedmeyer declared the motion passed.

Following Executive Session, it was stated Staff will incorporate Board recommendations into the FY18 budget. Police Chief Beane stated the Police Department's FY18 budget includes \$19,000 out of capital, with an additional (approx.) \$19,000 out of restricted funds for the purchase of a new police vehicle.

13. ADJOURNMENT

Trustee Paszkiewicz made a motion to adjourn the meeting, seconded by Trustee Thomas. President Wiedmeyer directed that a voice vote be taken. All present answered aye, and President Wiedmeyer declared the motion passed; the meeting adjourned at 9:50 pm.