



**MINUTES FOR PUBLIC HEARING FOR FY 2017-18 ANNUAL BUDGET  
AND  
BOARD OF TRUSTEES MEETING  
Village Hall, 14N042 Reinking Rd, Pingree Grove, IL 60140**

**Monday, April 17, 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, Village Planner Chris Heinen, and Village Clerk Dawn Grivetti.

**4. OPEN PUBLIC HEARING FOR FY 2017-18 ANNUAL BUDGET**

President Wiedmeyer opened the Public Hearing for discussions on the FY 2017-18 Budget.

**5. CLOSE PUBLIC HEARING**

Hearing no discussion, President Wiedmeyer closed the Hearing at 7:03pm.

**6. OPEN VILLAGE BOARD MEETING**

President Wiedmeyer called the Village Board meeting to order at 7:04pm.

**7. PUBLIC COMMENTS**

Dan Carter, 1352 Newport Ct. stated his concerns with the response time to receive a building permit, and with parking and the installation of an island in the cul-de-sac where he lives.

Niko Kanakaris, of Niko's Tavern and Grill, introduced himself and his business. He requested Board review of the signs and awning replacement at the restaurant. Village Planner Heinen addressed his concerns regarding the request.

**8. SPECIAL PRESENTATIONS / ITEMS**

Proclamation 2017-P-04 in Support of Arbor Day, April 28, 2017

President Wiedmeyer recited the Proclamation in celebration of Arbor Day. Interim Public Works Director Doherty stated the Village will plant a tree in celebration.

**9. CONSENT AGENDA**

President Wiedmeyer removed items c. and d. from the Consent Agenda. Trustee Pearson made a motion, seconded by Trustee Paszkiewicz to approve the consent agenda which included the minutes from the Village Board meeting of April 3, 2017, and the Warrant List of April 17, 2017 in the amount of \$128,711.71. A Roll Call vote determined Trustees: Pearson, Paszkiewicz, Thomas, Spieker, and LaMarca answered aye. Roll Call vote passed 5-0.

**ITEMS REMOVED FROM CONSENT FOR DISCUSSION/ACTION:**

c. Appointment of Department Heads

Trustee LaMarca made a motion, seconded by Trustee Paszkiewicz to appoint Pat Doherty as Public Works Director and Karen Plaza as Finance Director. A Roll Call vote determined Trustees: LaMarca, Paszkiewicz, Thomas, Spieker, and Pearson answered aye. Roll Call vote passed 5-0.

d. Appointment of Trustees Paszkiewicz and Thomas to the Liquor Control Commission for FY 2018

Trustee Spieker made a motion, seconded by Trustee Pearson to approve the President's appointment of Trustees Paszkiewicz and Thomas to the Pingree Grove Liquor Control Commission. A Roll Call vote determined President Wiedmeyer and Trustees: Spieker, Pearson, and LaMarca answered aye. Trustees Thomas and Paszkiewicz abstained. Roll Call vote passed 4-0 with two abstentions.

**10. ITEMS FOR SEPARATE ACTION**

a. Professional Service Agreement with Benesch via EEI for Bridge Inspections at \$9,000

Engineer Burroughs presented a second bid for bridge inspections for \$13,500. It was determined bridge inspections are eligible to be paid from Motor Fuel Tax (MFT) funds, but the expense was not included in the recently approved resolution. Using MFT funds will cost more in administrative fees without on-staff engineers. Current financial consideration is to pay this item from the General Fund. Trustee Paszkiewicz made a motion, seconded by Trustee Thomas to authorize EEI to proceed with facilitating the inspection of the 3 proposed bridges referenced in an amount not to exceed \$9,000. A Roll Call vote determined Trustees Paszkiewicz, Thomas, Spieker, and Pearson answered aye. Trustee LaMarca answered nay. Roll Call vote passed 4-1.

- b. **Approval/Discussion of Cambridge Lakes Charter School Billboard/Sign**  
Planner Heinen reported the Village is in receipt of a sign permit application from Cambridge Lakes Charter School for a temporary billboard on Rt 72. The permit request is for one year unless an extension is granted by the Board. Professional review costs will be charged to the school. Pending any other associated fees. Trustee LaMarca made a motion, seconded by Trustee Thomas to approve the permit for the Cambridge Lakes Charter School temporary off-site sign for a period of one year, subject to the applicant's reimbursement of all costs incurred by the Village in the review and approval of the permit application. A Roll Call vote determined Trustees: LaMarca, Thomas, Spieker Paszkiewicz, and Pearson answered aye. Roll Call vote passed 5-0.
- c. **Approval of Ordinance 2017-O-06 Amending Building Permit Fees for the Village of Pingree Grove**  
Attorney Frieders reported the Village received late feedback from the Building Inspector requiring additional revisions. This item was tabled for a future Board meeting.
- d. **Approval of Ordinance 2017-O-07 Amending Water Rates for the Village of Pingree Grove**  
Attorney Frieders described the costs associated with the meter fee and reminded the Board water and sewer rates are currently under professional review. The financial impact of a rate reduction at this time was also discussed. Trustee Spieker made a motion, seconded by Trustee LaMarca to approve Ordinance 2017-O-07 Amending Water Rates for the Village of Pingree Grove. A Roll Call vote determined Trustees: Spieker, LaMarca, Paszkiewicz, and Pearson answered aye. Trustee Thomas answered nay. Roll Call vote passed 4-1.
- e. **Approval of 2017-O-08 An Ordinance Approving the Budget for Fiscal Year 2017-2018 for the Village of Pingree Grove**  
This item was addressed following Executive Session.
- f. **Discussion/Approval of Catastrophic Water Loss Policy**  
Attorney Frieders addressed the policy as similar to other MetroWest Council of Governments municipal policies. There was much discussion regarding the qualifications for a credit adjustment and the President's authority to approve them. Staff will apply recommended changes and re-present the policy at a later date. This item was tabled for a future Board meeting.

## **11. PRESIDENT'S REPORT**

President Wiedmeyer reported on a Staff meeting w/ SolarCrete regarding construction of a proposed Public Works/Village Hall facility. Staff are conducting a space needs assessment and working on financing such a facility. Field trips are contemplated to sites with similar construction. SolarCrete will be available for a Board presentation in the future.

## 12. STAFF REPORTS AND DISCUSSION

### a. Legal

Attorney Frieders reported a draft update to the Parking Ordinance will be presented at the next meeting along with a revised Catastrophic Water Loss policy. He further discussed options for a Local Ordinance violation fee settlement process.

### b. Police

Chief Beane reported the Traffic Safety Challenge was submitted to the State for review.

### c. Finance

Director Plaza distributed the Cash and Investments Report and reported on the Bookkeeper's progress.

### d. Public Works

Director Doherty is replying to an IEPA audit due to the change in treatment plant operators. He also distributed information regarding available used cargo vans for comparison to new rates proposed. Presently, Public Works is working with the Community Garden Committee to redesign garden plots, mowing, and spraying for weeds. Residents of Neighborhood 19 have been notified of a water service interruption for site construction tomorrow. DR Horton will supply residents who are affected with bottled water until their service is reinstated.

### e. Engineering

Engineer Burroughs reported on construction progress of neighborhoods 19 and 20; the Rt 20 Roundabout; progress on the water rate study; and neighborhood punchlists. A response from IDOT regarding CL Quickstop's site plan was positively received.

### f. Planning

Planner Heinen is reviewing changes to exterior plans for Niko's Tavern restaurant including plans for outdoor seating. CMAP marketing materials should be received next week.

### g. Clerk/Communications

Clerk Grivetti had nothing to report.

### h. Park Advisory Committee

Trustee Spieker spoke about inspections of neighborhood parks. Director Doherty stated two Public Works employees will be certified to inspect playgrounds by the end of the summer. The committee will host a park clean-up event on April 22nd at 10am at the Heritage Park site. Their next meeting will be April 25<sup>th</sup> beginning at the park site at 7pm and continuing at Village Hall thereafter.

### 13. OLD BUSINESS

### 14. NEW BUSINESS

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

At 8:25 pm Trustee Paszkiewicz made a motion, seconded by Trustee Pearson to convene an Executive Session of the Village Board for the purpose of discussing Personnel pursuant to 5 ILCS 120/2(c)(1). A Roll Call vote determined Trustees: Paszkiewicz, Pearson, Thomas, Spieker, and LaMarca answered aye. Roll Call vote passed 5-0.

At 8:56pm Trustee LaMarca 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.

#### 16. ITEM FOR SEPARATE ACTION

- a. Approval of 2017-O-08 An Ordinance Approving the Budget for Fiscal Year 2017-2018 for the Village of Pingree Grove

The Board asked Finance Director Plaza questions about revenue projections and how they were calculated. Director Plaza replied revenue estimates are based on FY17 actuals to date rather than previous budget figures as those calculations were difficult to verify. Regarding the reduction in number of inter-fund transfers, Director Plaza commented the Village will account for expenses in the funds they belong in as opposed to transferring estimated amounts at the end of the year.

(Trustee Thomas left the meeting at 9:27pm)

The Board addressed annual surplus transfers to capital funds and minimum fund balances, and instructed Staff to make any necessary surplus transfers. A resolution will be presented at the next Board meeting to accommodate these transfers.

The Board continued to review budgeted departmental expenses and employee wages and made several recommendations to adjust the proposed budget. Given the late hour, a consensus of the Board agreed to adjourn the meeting and schedule a Special Meeting on April 24<sup>th</sup> at 7pm for the purpose of continuing review of the proposed FY18 Budget. The current ordinance was tabled for the Special Meeting of the Board.

#### 17. ADJOURNMENT

Trustee Paszkiewicz made a motion to adjourn the meeting, seconded by Trustee LaMarca. President Wiedmeyer directed that a voice vote be taken. All present answered aye, and President Wiedmeyer declared the motion passed; the meeting adjourned at 10:33pm.