



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

**Monday, May 7, 2018
7:00 p.m.**

1. CALL TO ORDER

President Wiedmeyer called the meeting to order at 7:00 pm

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, Kubiak, Dulkoski, and Hirschbein. Also present were: Police Chief Shawn Beane, Finance Director Karen Plaza, 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 persons present.

5. SPECIAL PRESENTATIONS / ITEMS

a. 2018-P-05 A Proclamation for Public Service Recognition Week, May 6–12, 2018

President Wiedmeyer read a proclamation recognizing May 6-12, 2018 as Public Service Recognition Week. He thanked the employees who work for the Village and recognized other public servants as well.

6. CONSENT AGENDA

Trustee Kubiak made a motion, seconded by Trustee Thomas to approve the consent agenda which included the following items:

- a. Approval of Minutes from Village Board Meeting April 16, 2018
- b. Approval of Warrant List, May 7, 2018 in the Amount of \$186,791.97
- c. Approval of Community Events Committee Appointments

Following the motion, Trustees raised questions regarding items on the Warrant List. A Roll Call vote determined Trustees: Kubiak, Thomas, Spieker, Paszkiewicz, Dulkoski and Hirschbein answered aye. Roll Call vote passed 6-0.

7. ITEMS FOR SEPARATE ACTION

- a. Approval of Professional Service Agreement with Clarke Environmental Mosquito Management Inc for Mosquito Abatement in an Amount Not to Exceed \$11,456

The Board discussed the effectiveness of spraying mosquitoes and the time sprayings occur. They suggested spraying be done at dusk or soon after. Trustee Kubiak made a motion, seconded by Trustee Thomas to authorize Director Doherty to enter into a Professional Service Agreement with Clarke Environmental Mosquito Management Inc. for mosquito abatement in an amount not to exceed \$11,456. A Roll Call vote determined Trustees: Kubiak, Thomas, Spieker, Dulkoski, and Hirschbein answered aye. Trustee Paszkiewicz answered no. Roll Call vote passed 5-1.

Trustee Paszkiewicz left the meeting at 7:20pm.

- b. Approval of Professional Service Agreement with Lakeshore Recycling Systems for Seasonal Street Sweeping in an Amount Not to Exceed \$19,261.20

Public Works Director Doherty stated only one quote was received, and spoke to the frequency of sweepings throughout the year. Trustee Thomas made a motion, seconded by Trustee Hirschbein to authorize Director Doherty to enter into a Public Service Agreement with LRS utilizing Option I Proposal for Street Sweeping Services in an amount not to exceed \$19,261.20. A Roll Call vote determined Trustees: Thomas, Hirschbein, Spieker, Kubiak, and Dulkoski answered aye. Trustee Paszkiewicz was absent. Roll Call vote passed 5-0.

- c. Professional Service Agreement with Benchmark Sales and Services of IL Inc for Seasonal Preventive Maintenance at the WWTP in an Amount Not to Exceed \$9,750

Public Works Director Doherty stated this service is for preventative maintenance for all pumps. Trustee Dulkoski made a motion, seconded by Trustee Thomas to authorize Director Doherty enter into a Professional Service Agreement with Benchmark Sales and Services of IL Inc. for sewerage maintenance services in an amount not to exceed \$8,750. A Roll Call vote determined Trustees: Dulkoski, Thomas, Spieker, Kubiak, and Hirschbein answered aye. Trustee Paszkiewicz was absent. Roll Call vote passed 5-0.

- d. Approval of Request for Proposals for Engineering Services (Phase I: Reinking Road Project)

Attorney Frieders stated the Village has received one proposal from Engineering Enterprises Inc. for this project, and the request for qualifications (RFQ) will provide the Village an opportunity to review proposals from other responding engineering firms. Trustee Kubiak made a motion, seconded by Trustee Spieker to approve the RFQ for engineering professional services. A Roll Call vote determined Trustees: Kubiak, Spieker, Thomas, Dulkoski, and Hirschbein answered aye. Trustee Paszkiewicz was absent. Roll Call vote passed 5-0.

- e. Approval of Ordinance 2018-O-07 Soliciting Proposals Relating to Real Property

Attorney Frieders presented the ordinance and requests for proposals for the use/reuse of the Village-owned church property and the redevelopment of the current Village Hall property. A public notice will run once a week for three weeks seeking proposals. They will be opened at the June 18, 2018 Village Board meeting. Trustee

Hirschbein made a motion, seconded by Trustee Thomas to approve Ordinance 2018-O-07 Soliciting Proposals Relating to Real Property. A Roll Call vote determined Trustees: Hirschbein, Thomas, Spieker, Kubiak, and Dulkoski answered aye. Trustee Paszkiewicz was absent. Roll Call vote passed 5-0.

f. Approval of Resolution 2018-R-02 Authorizing Building Use Policy

Attorney Frieders stated this policy would allow for regulated use of the Village-owned church property until a final use is selected. The Board discussed the need for renter's insurance depending upon the type of use requested. Rental of the building would require Village staff to maintain the building for use. A consensus of the Board felt the policy was too restrictive as presented. Staff will determine costs and proposed fees and return with a revised policy. The item was tabled for future presentation.

g. Approval of Professional Service Agreement with Cedar Valley Express Mulch Blowers for Purchase and Installation of Play Mat Mulch Not to Exceed \$11,000

Public Works Director Doherty stated mulch should be reapplied every 2-3 years. Trustee Spieker made a motion, seconded by Trustee Kubiak to authorize Public Works Director Doherty to enter into a Professional Service Agreement with Cedar Valley Express Mulch Blowers in an amount not to exceed \$11,000. A Roll Call vote determined Trustees: Spieker, Kubiak, Thomas, Dulkoski, and Hirschbein answered aye. Trustee Paszkiewicz was absent. Roll Call vote passed 5-0.

8. **PRESIDENT'S REPORT**

President Wiedmeyer reported on a meeting with Waste Management regarding the expiring solid waste removal contract with Flood Brothers; and stated owners of the CL Quickstop property are proceeding with plans to construct their proposed development.

Municipal Center Update – Construction bids opened with the contractor came in slightly over budget. The contractor will work to get costs lowered.

9. **STAFF REPORTS AND DISCUSSION**

a. Legal

- i. Update on Pioneer Landing Development – A draft annexation agreement has been forwarded to the developer for review.
- ii. Referendum Options – Attorney Frieders will meet with Finance Director Plaza to discuss general purpose options. A consensus of the Board expressed concerns about having enough revenue to support a police pension fund that will be mandated following the decennial census.
- iii. Update on Home Based Businesses – Attorney Frieders recommends and will work with Planner Heinen on updating Village Code regarding home based business regulations.
- iv. Update on Highland Ave – The City of Elgin will permit the Village to expend our own funds for improvements to Highland Ave, but will not contribute financially. DRH Cambridge is open to working with the Village to reduce costs. Attorney Frieders will return with an IGA with Elgin.

- v. Attorney Frieders addressed a property owner's request for the Village to vacate a portion of a Village road so he can purchase the vacated parcel. The parcel on Oak St is not in conflict with the impending roundabout. Staff will estimate the cost to market the property and return with a recommendation.
 - vi. Attorney Frieders asked the Board to participate in a fundraiser in support of a City of DeKalb police officer undergoing treatment for cancer.
- b. Police
Chief Beane stated the department is issuing warning tickets prior to citations in the Lighthouse Lane neighborhood; he is gathering quotes for repair of the chiller at the department; and working with Goebberts on their request for a liquor license.
- c. Finance
Director Plaza distributed updated pages for budget books and reported a majority of central services engineering fees in FY18 are reimbursable.
- d. Public Works
Director Doherty reported on the restoration of the bike path in the Nicor easement. At 11 feet from the property line, the new path is not any closer to private property than it was originally; it is just closer to the townhomes now than the single family homes. Nicor cannot move the path any closer to the gas main than is currently being presented. The local HOA may consider adding landscape buffers on their property to satisfy concerns.
- e. Engineering
Engineer Burroughs reported DRH Cambridge Homes is making progress on approved neighborhoods and preparing for approval of additional neighborhoods. The Village is still waiting to hear from IDOT regarding the Richard J Brown lighted intersection.
- f. Planning
There was no planning report.
- g. Clerk/Communications
Clerk Grivetti reported the Village now accepts VISA for utility payments and ordinance violation fees both online and in-house. The CCR (Water Quality Report) is available for viewing on the Village website and will be announced on the utility bill to be distributed this week.

10. OLD BUSINESS

There was no business discussed.

11. NEW BUSINESS

Trustee Spieker reported Meet Me At the Park voting has ended, and winners will be announced June 1st.

12. EXECUTIVE SESSION

There was no executive session.

13. **ADJOURNMENT**

Trustee Thomas made a motion to adjourn the meeting, seconded by Trustee Spieker. President Wiedmeyer directed that a voice vote be taken. All present answered aye, and President Wiedmeyer declared the motion passed; the meeting adjourned at 8:27pm.