



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

**Monday, November 5, 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, Kubiak, Dulkoski, and Hirschbein. Also present were: Police Chief Shawn Beane, Finance Director Karen Plaza, Public Works Director Pat Doherty, Village Engineer Mick Gronewold, Village Planner Chris Heinen, Village Attorney Dean Frieders, and Village Clerk Dawn Grivetti.

**4. PUBLIC COMMENTS**

There were no public comments.

**5. SPECIAL PRESENTATIONS / ITEMS**

a. Presentation of Audit by Lauterbach and Amen, LLC

A representative from Lauterbach and Amen, LLC reviewed the audit report and the management letter with the board and stated the Village is anticipated to receive a certificate of achievement for excellence in financial reporting.

**6. CONSENT AGENDA**

Trustee Kubiak made a motion, seconded by Trustee Spieker to approve the Consent Agenda consisting of minutes from Village Board Meeting October 15, 2018, the Warrant List of November 5, 2018 in the Amount of \$274,918.17, and the approval of the Audit Report for period ending April 30, 2018. Following the motion, the Board questioned expenses to Insko Environmental, and asked for a status report of employee certifications for water and sewer operation. Public Works Director Doherty stated employee Phil Miles has achieved the necessary certifications to be appointed operator in charge of the water and sewer system on December 1, 2018. There was further discussion regarding tree removal in the Heritage District and the purchase of lighting fixtures. A

Roll Call vote determined Trustees: Kubiak, Spieker, Thomas, Dulkoski, and Hirschbein answered aye. Roll Call vote passed 5-0.

## 7. ITEMS FOR SEPARATE ACTION

### a. Approval of Appointment of Charles Pearson as Village Trustee

President Wiedmeyer proposed the appointment of Charles Pearson to replace Brian Paszkiewicz who resigned prior to the October 15, 2018 meeting of the Village Board. Trustee Spieker made a motion, seconded by Trustee Thomas to approve the appointment of Charles Pearson as Village Trustee. A Roll Call vote determined Trustees: Spieker, Thomas, Kubiak, Dulkoski, and Hirschbein answered aye. Roll Call vote passed 5-0.

Clerk Grivetti administered the oath of office, and Trustee Pearson joined the other Board members at the table.

### b. Approval of Authorization for Finance Director to Enter Into an Agreement with Impact for the Refinancing of the Village Hall Copier Lease

Director Plaza clarified information in the contract for the Board. Trustee Dulkoski recommended staff reduce the number of color copies produced when printing documents. Trustee Dulkoski made a motion, seconded by Trustee Spieker to authorize the Finance Director to enter into an agreement to refinance the Village Hall copier for a lease period of 60 months. A Roll Call vote determined Trustees: Dulkoski, Spieker, Thomas, Pearson, Kubiak, and Hirschbein answered aye. Roll Call vote passed 6-0.

### c. Approval of Ordinance 2018-O-24 Authorizing Initiation of Sale of Grove Street Right-of-Way

Attorney Frieders offered an historical review of the request and stated the buyer would be responsible for the plat of survey and any other costs incurred. Trustee Spieker made a motion, seconded by Trustee Thomas to approve the ordinance initiating the sale of the Grove Street right of way. A Roll Call vote determined President Wiedmeyer and Trustees: Spieker, Thomas, Pearson, Kubiak, Dulkoski, and Hirschbein answered aye. Roll Call vote passed 7-0.

### d. Approval of Agreement with Landmark Contractors, Inc for Concrete Sidewalk Replacement in an Amount Not to Exceed \$16,200

Director Doherty discussed the need to fix trip hazards in sidewalks in certain neighborhoods. Trustee Thomas made a motion, seconded by Trustee Pearson to authorize Public Works Director Doherty to enter into an agreement with Landmark Contractors, Inc for replacement of sidewalk and street approaches not to exceed \$16,200. A Roll Call vote determined Trustees: Thomas, Pearson, Spieker, Kubiak, Dulkoski, and Hirschbein answered aye. Roll Call vote passed 6-0.

### e. Approval of Agreement with Municipal Well and Pump, Inc for Chlorination of Well #2 in an Amount Not to Exceed \$14,000

Director Doherty explained the sampling and testing process and the solution to getting Well #2 back on line. The Board discussed the chlorination flushing process, IEPA guidelines and a timeline to completing the process. Trustee Dulkoski made a

motion, seconded by Trustee Thomas to authorize Public Works Director Doherty to enter into an agreement with Municipal Well and Pump Inc not to exceed \$14,000. A Roll Call vote determined Trustees: Dulkoski, Thomas, Spieker, Pearson, Kubiak, and Hirschbein answered aye. Roll Call vote passed 6-0.

f. Discussion/Approval of Refinance of Police Station Bonds

Director Plaza summarized the benefits of refinancing the general obligation bonds to general promissory notes. Refinancing these bonds will result in a savings of over \$40,000 over the length of the loan. Trustee Hirschbein made a motion, seconded by Trustee Dulkoski to approve the ordinance authorizing the issuance of General Promissory Note, Series 2018. A Roll Call vote determined President Wiedmeyer and Trustees: Hirschbein, Dulkoski, Thomas, Spieker, Pearson, and Kubiak answered aye. Roll Call vote passed 7-0.

g. Discussion/Approval of Resolution 2018-R-10 Establishing Estimated Tax Levy for Taxes Levied in 2018, Extended in 2019

Attorney Frieders explained the Village is held to a State imposed PTEL tax cap. This proposed levy establishes the start of the tax levy process and is tentative and can be modified up until approved. The levy can change based on increases to EAV which changes based on new construction. The Board was instructed to consider the levy offered here as a ceiling that can be reduced until approved. Trustee Thomas made a motion, seconded by Trustee Pearson to approve the resolution establishing an estimated tax levy for the Village of Pingree Grove for taxes levied in 2018 and extended in 2019. Following the motion, the Board discussed the proposed levy amounts against anticipated expenses; and the possibility of establishing new SSA's in new neighborhoods.

A Roll Call vote determined President Wiedmeyer and Trustees: Thomas, Pearson, Kubiak, Dulkoski, and Hirschbein answered aye. Trustee Spieker answered no. Roll Call vote passed 6-1.

**8. PRESIDENT'S REPORT**

President Wiedmeyer and Director Plaza recently attended a shopping center convention for the purpose of promoting available commercial and open space throughout the Village, and made several contacts with different types of retail agencies and developers.

President Wiedmeyer will tour the Minuteman International factory as they have inquired about adding a building to their site. He will also attend the upcoming Hampshire Area Chamber of Commerce State of the Community breakfast.

**9. STAFF REPORTS AND DISCUSSION**

a. Legal

Attorney Frieders discussed the progress of the RJB and Rt 72 intersection design and permitting; and stated Phase 2 and Phase 3 have yet to be done. Staff's opinion is to have EEI complete Phase 1 and initiate a new contract with Fehr Graham for the completion of Phases 2 and 3. He also discussed the possibility of a limited public transportation option for the age restricted community.

Trustee Thomas left the meeting at 8:38pm.

- b. Police  
Chief Beane had nothing further to report.
- c. Finance  
Director Plaza and President Wiedmeyer met with members of School District 300 regarding growth in Pingree Grove and how it impacts student population in the district. She is also working on liability and health insurance renewals.
- d. Public Works  
Director Doherty stated soil stabilization at the municipal center is complete. The building should be painted this week, and the entrance has been cut. He further reported on flooding in the Heritage District due to high storm drains in the area; and asked the Board for direction on in addressing issues that may arise in the district.
- e. Engineering  
Engineer Gronewold reported that their first day on site working with DR Horton was today.
- f. Planning  
Planner Heinen reported on the two zoning applications forwarded for comment from Kane County Zoning Department. Staff has no issues with the proposed developments, and a consensus of the Board agreed. He further presented an updated map of the Rt 47 Concept Plan from the Comprehensive Plan showing approved developments within the corridor.
- g. Clerk/Communications  
Clerk Grivetti reminded the Board the general election is tomorrow, and an Events Committee fundraiser will be held at Meet and Potato Eatery in Carpentersville on Wednesday. Water utility bills will be distributed to customers by the end of this week. And Petitions for candidacy for Village President and three Village Trustee positions can be submitted to her office during regular business hours from December 10<sup>th</sup> through December 17<sup>th</sup>.

## 10. OLD BUSINESS

There was no old business discussed.

## 11. NEW BUSINESS

Trustee Kubiak spoke about traffic in the area of the charter school. Chief Beane replied the new parking lot at the school will adjust traffic flows when it opens this month.

## 12. EXECUTIVE SESSION—To Discuss Pending Litigation Pursuant to 5 ILCS 120/2(c)(11); and Certain Minutes of Executive Session Pursuant to 5 ILCS 120/2(c)(21)

At 9:15 pm Trustee Dulkoski made a motion, seconded by Trustee Pearson to convene an Executive Session of the Village Board for the purpose of reviewing closed session minutes pursuant to 5 ILCS 120/2(c)(21). A Roll Call vote determined Trustees: Dulkoski, Pearson, Spieker, Kubiak, and Hirschbein answered aye. Trustee Thomas was absent. Roll Call vote passed 5-0.

At 9:38 pm Trustee Pearson made a motion to return to regular session, seconded by Trustee Kubiak. President Wiedmeyer directed that a Voice vote be taken. All present answered aye, and President Wiedmeyer declared the motion passed.

a. Approval of Authorization to Release Minutes of Executive Session of February 6, 2017 Regarding Personnel

Trustee Dulkoski made a motion, seconded by Trustee Pearson to approve the authorization to release a portion of the minutes of executive session of February 6, 2017 pertaining to former employee Joe Caveny. A Roll Call vote determined Trustees Dulkoski, Pearson, Spieker, Kubiak, and Hirschbein answered aye. Trustee Thomas was absent. Roll Call vote passed 5-0.

**13. ADJOURNMENT**

Trustee Kubiak made a motion to adjourn the meeting, seconded by Trustee Hirschbein. President Wiedmeyer directed that a voice vote be taken. All present answered aye, and President Wiedmeyer declared the motion passed; the meeting adjourned at 9:39 pm.