



**Minutes FOR VILLAGE OF PINGREE GROVE  
BOARD OF TRUSTEES MEETING  
Municipal Center, 555 Reinking Rd, Pingree Grove, IL 60140**

**Monday, April 19, 2021  
7:00 p.m.**

**1. CALL TO ORDER**

President Wiedmeyer called the meeting to order at 7:01 p.m.

**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: Kubiak, Pearson, Hirschbein, Dulkoski, and Lemus. Also present were Village Manager Jeff Cook, Police Chief Shawn Beane, Finance Director Karen Plaza, Public Works Director Pat Doherty, Village Attorney Michael Smoron, Village Engineer Seth Gronewold, Police Lt. Chris Harris, and Village Clerk Stephen Gray. Trustee Hall was absent.

**4. PUBLIC HEARING**

President Wiedmeyer opened the public hearing on the proposed FY21-22 Budget and called for public comments. No public comments were forthcoming. President Wiedmeyer closed the public hearing.

**5. PUBLIC COMMENTS**

There were no public comments.

**6. SPECIAL PRESENTATIONS / ITEMS**

a. 2021-P-02, a Proclamation in Support of Arbor Day, April 30, 2021.

President Wiedmeyer read aloud the proclamation for Arbor Day.

Chief Beane presented a Letter of Commendation to Lieutenant Chris Harris recognizing his quick action and actions to administer first aid under challenging circumstances on March 10, 2021, stating Mr. Harris' actions likely played a major role in the survival of the person he helped.

## 7. CONSENT AGENDA

Trustee Dulkoski made a motion, seconded by Trustee Kubiak, to approve the Consent Agenda consisting of:

- a. Approval of Minutes from Village Board Meeting of April 5, 2021.
- b. Approval of Warrant List for April 19, 2021 in the amount of \$121,181.01.
- c. Approval of Appointment of Liquor Commission Members.
- d. Approval of Appointment of Community Events Committee Members.

A roll call vote determined Trustees: Pearson, Hirschbein, Lemus, Kubiak and Dulkoski, answered aye. Trustee Hall was absent. Roll Call vote passed 5-0-1.

## 8. ITEMS FOR SEPARATE ACTION

- a. Approval of Ordinance 2021-O-03, adopting the FY2021-22 Budget and Authorizing Related Financial Actions.

Manager Cook provided an overview of the proposed budget, noting two recommended modifications to recognize the transfer out of \$175,917 from general capital for debt service payments and the inclusion of \$4,200 for police chief recruitment services in FY22. He noted the police chief recruitment services were approved for FY21 but are expected to be paid after the start of FY22, and clarified the \$175,917 transfer in to debt service from general capital was included in the proposed budget and stated the recommended adjustment is to balance the accounts. He also discussed a future budget amendment will be forthcoming to address the outcome of ongoing contract negotiations concerning police officer wages represented by the MAP union. Manager Cook indicated the proposed budget was made available in print at the municipal center and on the Village's website and noted the earlier public hearing held on the subject, in accordance with statutory requirements.

Trustee Dulkoski requested additional information on the settlement agreement with the Village of Gilberts, to which Mr. Cook provided a summary of the contents. Trustee Dulkoski also inquired about the annual utility rate adjustments scheduled through 2025.

Trustee Hirschbein made a motion, seconded by Trustee Lemus, to approve the ordinance adopting the FY21-22 budget, with the addition of \$4,200 for police chief recruitment services in account 10-14-56-6500, and inclusion of a budgeted transfer out of Fund 70 in the amount of \$175,917 for debt service payments associated with the Police Department building. A Roll call vote determined Trustees: Pearson, Kubiak, Dulkoski, Lemus, and Hirschbein answered aye. Trustee Hall was absent. Roll Call vote passed 5-0-1.

b. Approval of Ordinance 2021-O-04, Amending Village Code Section 4-2-12.

Manager Cook explained the proposed ordinance sets the quantity of authorized liquor licenses available in the village by license classification. He stated the Liquor Commission recommended adoption of the proposed ordinance with an increase of one additional A1 license to reflect the previously approved and reserved liquor license for the Kelley Williamson development.

Trustee Pearson made a motion, seconded by Trustee Dulkoski, to approve the ordinance amending Village Code Section 4-2-12, as amended to provide for five A1 liquor licenses. A Roll call vote determined Trustees: Kubiak, Hirschbein, Lemus, Pearson and Dulkoski answered aye. Trustee Hall was absent. Roll Call vote passed 5-0-1.

c. Approval of Resolution 2021-R-09, Amending the Agreement with Building and Code Consultants, Inc., Dated April 12, 2019.

Manager Cook summarized the proposal to amend the existing contract with Building Code Consultants, Inc. (BCCI) and extend services for six months, with the option to renew for an additional six months.

Trustee Dulkoski inquired about staffing options going forward and Manager Cook discussed different approaches based on future circumstances.

Trustee Lemus made a motion, seconded by Trustee Kubiak, to approve Resolution 2021-R-09 to amend the professional services agreement with Building Code Consultants, Inc. A Roll call vote determined Trustees: Pearson, Hirschbein, Dulkoski, Kubiak and Lemus answered aye. Trustee Hall was absent. Roll Call vote passed 5-0-1.

d. Approval of Resolution 2021-R-10, Authorizing a License Agreement with Northwest Little League (Pingree Grove Vipers).

Manager Cook provided an overview of the purpose and terms of the license agreement with Northwest Little League. Director Doherty discussed changes in leadership at the little league and complimented the private efforts to maintain the fields at little or no cost to the Village.

Trustee Kubiak made a motion, seconded by Trustee Hirschbein, to approve Resolution 2021-R-10 authorizing a licensing agreement with Northwest Little League. A Roll call vote determined Trustees: Dulkoski, Lemus, Pearson, Kubiak and Hirschbein, answered aye. Trustee Hall was absent. Roll Call vote passed 5-0-1.

e. Approval to Purchase Two Replacement Police Vehicles.

Manager Cook discussed the proposed purchase in follow up to the approved budget amendment in March 2021, noting orders under the Suburban Purchasing Cooperative contract must be filed in April for production in September. Chief Beane confirmed an order would be timely placed for two hybrid interceptor police vehicles, noting the additional cost is expected to be returned through savings in fuel economy.

Motion made by Trustee Dulkoski, seconded by Trustee Pearson. A Roll call vote determined Trustees: Kubiak, Hirschbein, Lemus, Pearson and Dulkoski answered aye. Trustee Hall was absent. Roll Call vote passed 5-0-1.

**9. PRESIDENT'S REPORT**

President Wiedmeyer reported he recently communicated with Chris Lester of DR Horton and indicated Mr. Lester expressed interest in furthering progress on their proposed residential development.

**10. STAFF REPORTS AND DISCUSSION**

a. Manager

Manager Cook discussed progress on identifying candidates for the positions of Police Chief and Finance Director.

b. Police

No report.

c. Finance

No report.

d. Public Works

Directory Doherty explained the initiative to move to a more advanced water meter for new construction, noting accessing the full capability of the meters will require additional system improvements in the future. He discussed various features that will help the Village provide utility-related customer service enhancements and create efficiencies for operations.

e. Engineering

Seth Gronewold updated the board on multiple projects and recent efforts with Manager Cook to participate in the new federal Community Project Funding program. Discussion ensued regarding state agencies, the Kelley Williamson project, and opportunities to address the Reinking Road roundabout.

f. Legal

No Report.

- g. Planning  
No Report.
  
- h. Clerk  
No Report.

**11. OLD BUSINESS**

Trustee Kubiak discussed her communication with residents inquiring about the DR Horton proposal. She noted progress seems slow but recognized the developer responded to requests in January by increasing the size of the development to provide a proposed public road access to Big Timber Road. However, she stated discussions remain ongoing with staff to clarify aspects of the proposal. Ms. Kubiak expressed desire to see a revised development proposal come forward under a new annexation agreement rather than an amendment to the prior annexation agreement.

Discussion ensued amongst the board with a majority of Trustees citing preference for a new agreement. Attorney Smoron advised on the merits of using a new annexation agreement over an amendment and how various legal parameters apply to the situation. Members noted the process moving forward would require public hearings on annexation and zoning matters before any development could be approved. Consensus of the board was to pursue a new agreement over an amendment.

**12. NEW BUSINESS**

Trustee Kubiak discussed staffing levels in the police department and suggested the board consider adding an additional full-time police officer, or two if the budget might permit. President Wiedmeyer expressed support for additional officers but questioned if the initiative could be funded. Director Plaza indicated it is possible some open part-time positions could help defer some of the cost of adding a full-time officer. Manager Cook noted he expects to have better information on cost after the wage-reopener with the MAP union is resolved. Consensus of the board is to consider an additional full-time officer at the time MAP wages are finalized.

Manager Cook discussed food trucks at Cambridge Lakes Community Center and distributed photos of the first two events. Trustee Kubiak questioned if the association could adhere to their plans so as to not create safety or traffic concerns in the parking lot. Manager Cook confirmed for the members the trucks are required to be licensed and collect the local prepared food tax. He summarized the discussion and indicated staff would proceed with authorizing the events for May and if reasonably managed, continued month by month going forward.

### **13. EXECUTIVE SESSION**

President Wiedmeyer indicated the board is expected to adjourn to executive session to discuss the appointment, employment compensation, discipline, performance or dismissal of specific employees of the Village or legal counsel for the Village pursuant to 5 ILCS 120/2(c)(1), and to discuss collective negotiating matters between the Village and its employees pursuant to 5 ILCS 120/2(c)(2). He asked for a motion.

At 8:39 p.m., Trustee Kubiak made a motion, seconded by Trustee Pearson to adjourn to executive session.

Attorney Smoron asked Trustee Kubiak to confirm if the motion to executive session was to discuss the appointment, employment compensation, discipline, performance or dismissal of specific employees of the Village or legal counsel for the Village pursuant to 5 ILCS 120/2(c)(1), and to discuss collective negotiating matters between the Village and its employees pursuant to 5 ILCS 120/2(c)(2).

Trustee Kubiak confirmed and amended the motion accordingly. The amended motion was seconded by Trustee Pearson.

A roll call vote determined Trustees: Hirschbein, Dulkoski, Lemus, Pearson and Kubiak answered aye. Trustee Hall was absent. Roll Call vote passed 5-0-1.

The Village Board returned to regular session at 9:02 pm.

### **14. ADJOURNMENT**

At 9:03 pm Trustee Pearson made a motion, seconded by Trustee Lemus to adjourn the meeting. A Roll Call vote determined Trustees: Kubiak, Hirschbein, Dulkoski, Lemus and Pearson answered aye. Trustee Hall was absent. The Roll Call vote passed 5-0-1.