



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

**Tuesday, February 16, 2021
7:00 p.m.**

1. CALL TO ORDER

President Wiedmeyer called the meeting to order at 7:00 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: Hall, Pearson, Kubiak, 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 Brandy Quance, Village Engineer Seth Gronewold, Police Lt. Chris Harris, and Village Clerk Shelly Jureczek.

4. PUBLIC COMMENTS

Margaret Fricke, resident of Carillon, would like to see the Board meetings continue to be broadcasted on YouTube.

5. SPECIAL PRESENTATIONS / ITEMS

a. CMAP Municipal Pavement Management Program Presentation

Joe Stefanski, an Engineer from Chicago Metropolitan Agency for Planning presented the results from a pavement analysis and a pavement management plan that was prepared using that data. The study, analysis and management plan were made possible through a grant received by the Village from CMAP. Data collection regarding pavement distress was performed using laser crack measurement system. Analysis was made using a rating system, which resulted in a pavement management plan the engineer discussed. Based on the findings, recommendations were developed for approaches to pavement preservation under differing budget scenarios, illustrating long term costs associated with

inadequate funding of a pavement management program. The engineer discussed opportunities to continue performing pavement inspections like this one every 3-5 years to monitor conditions and life expectancy of Village infrastructure.

6. **CONSENT AGENDA**

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

- a. the Minutes from Village Board Meeting of February 1, 2021;
- b. the Warrant List for February 16, 2021 in the amount of \$170,390.80; and
- c. Approval of Pay Application No. 3 for Test Well No. 1 to Municipal Well & Pump in the amount of \$88,355.65.

A Roll Call vote determined Trustees: Kubiak, Hall, Pearson, Hirschbein, Lemus, and Hall answered aye. Roll Call vote passed 6-0.

7. **ITEMS FOR SEPARATE ACTION**

- a. Approval of Resolution 2021-R-01 Acknowledging Village Liability for Work Performed on Illinois State Highways.

Manager Cook summarized the background regarding Resolution 2021-R-01. Director Doherty indicated this is most often appropriate for emergency repairs, as they are not performed under a standard DOT permit, which has requirements that the contractor would submit a bond. Trustee Kubiak made a motion, seconded by Trustee Dulkoski, to approve Resolution 2021-R-01, Acknowledging Village Liability for Work Performed on Illinois State Highways, as drafted. A Roll Call vote determined Trustees: Kubiak, Dulkoski, Pearson, Hirschbein, Lemus, and Hall, answered aye. Roll Call vote passed 6-0.

- b. Approval of Resolution 2021-R-02 Authorizing a Riverboat Grant Application.

Manager Cook reviewed the information provided in the staff memo regarding the Riverboat Grant Application. Staff is recommending the Board authorize proceeding with a Riverboat Grant Application for audio equipment to enhance the Village Board Meeting Room. Staff noted discussion is ongoing to reduce the overall cost and scope of the project to prepare a more competitive application in light of past awards. Trustee Hirschbein made a motion, seconded by Trustee Lemus, to approve Resolution 2021-R-02, Authorizing a Riverboat Grant Application, as drafted. A Roll Call vote determined Trustees: Hirschbein, Lemus, Kubiak, Dulkoski, Hall, and Pearson, answered aye. Roll Call vote passed 6-0.

8. **PRESIDENT'S REPORT**

President Wiedmeyer has no report.

9. STAFF REPORTS AND DISCUSSION

a. Manager

Manager Cook indicated staff is continuing to pursue candidate interviews for the Customer Service Supervisor / Village Clerk position.

Chief Beane has announced his intention to retire later this year. Recruitment options are under review, with some services costing as much as \$10-20,000. He noted Chief Beane identified an alternative option at the cost of \$4,000. These services are performed by a well-known former Police Chief in metro area and generally includes resume review, panel interviews, and selection assistance.

b. Police

Chief Beane had nothing to add since the weekly report.

c. Finance

i. Budget

Director Plaza stated that she and Manager Cook have been working on the revenue side of the budget and the Village was just informed that the census numbers are being delayed until September. This means the additional revenue the Village was expecting to receive will also be delayed. Department heads are working on the expense reports and are looking to present that to the Board at an upcoming meeting.

d. Public Works

Director Doherty indicated snow removal is ongoing. In the neighborhoods, there is a lack of places to throw snow due to the depth of the snow rows. This is creating a significant challenge in providing curb to curb service. In summary of the CMAP presentation, if the Village makes no changes, repair costs and pavement deterioration will continue to escalate. Techniques for extending pavement life are being reviewed. According to the CMAP presentation, \$736,000 per year would be required to maintain current pavement ratings. Funding at this level is not currently available.

e. Engineering

Engineer Gronewold indicated that drilling of the test well is complete and only slightly shallower than anticipated. Gamma and video logging has been completed. The test pumping is a 24-hour operation and was delayed during the recent frigid temperatures. The contractor indicated they would be attempting it next week.

f. Legal

Village Attorney Brandy Quance had no report.

g. Planning
There was no planning report.

h. Clerk
Clerk Jureczek had no report.

10. OLD BUSINESS

No old business was discussed.

11. NEW BUSINESS

Manager Cook indicated the Ella Johnson Library Youth Services Program would like to partner with the Village by using a planting area at the Community Gardens to develop a youth gardening program as part of their children's program for ages 12 and under. Preliminary discussion indicated the produce could be donated to a food pantry. There is opportunity to expand the garden area to accommodate this effort. The Board consensus was to move forward with that partnership.

12. EXECUTIVE SESSION

At 7:51 p.m. Trustee Pearson made a motion, seconded by Trustee Kubiak to convene an Executive Session of the Village Board for the purpose of discussing 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). A Roll Call vote determined Trustees: Pearson, Kubiak, Hirschbein, Dulkoski, Lemus, and Hall, answered aye. Roll Call vote passed 6-0.

At 8:14 p.m. Trustee Dulkoski made a motion to return to regular session, seconded by Trustee Hirschbein. A Roll Call vote determined Trustees: Dulkoski, Hirschbein, Lemus, Hall, Pearson, and Kubiak, answered aye. Roll Call vote passed 6-0.

13. ADJOURNMENT

Trustee Kubiak made a motion to adjourn the meeting, seconded by Trustee Hirschbein. Roll Call vote determined Trustees: Kubiak, Hirschbein, Lemus, Hall, Pearson, and Dulkoski answered aye. Roll Call vote passed 6-0. The meeting adjourned at 8:15 p.m.