



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

**Monday, March 1, 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, 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 Shelly Jureczek. Trustee Kubiak was absent.

**4. PUBLIC COMMENTS**

There were no public comments.

**5. SPECIAL PRESENTATIONS / ITEMS**

There were no special presentations / items.

**6. CONSENT AGENDA**

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

- a. the Minutes from Village Board Meeting of February 16, 2021;
- b. the Warrant List for March 1, 2021 in the amount of \$353,173.81; and
- c. Approval of Ordinance 2021-O-01, Adopting and Approving the 2021 Zoning Map for the Village of Pingree Grove.

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

## 7. ITEMS FOR SEPARATE ACTION

- a. Approval of Resolution 2021-R-03, Amending the Village's Employee Handbook.

Manager Cook summarized the background regarding Resolution 2021-R-03. Trustee Dulkoski made a motion, seconded by Trustee Pearson, to approve Resolution 2021-R-03, Amending the Village's Employee Handbook, as drafted. Board and staff discussion ensued on whether or not specific positions or departments should be named as requiring physicals. Consensus was that the job description should include whether the physical would be required based on relevant job duties. A Roll Call vote determined Trustees: Dulkoski, Pearson, Hirschbein, Lemus, and Hall, answered aye. Trustee Kubiak was absent. Roll Call vote passed 5-0-1.

- b. Approval of Amendment to the FY21 Budget in the amount of \$4,200 for Police Chief Recruitment Expenses.
- c. Approval of Agreement with DMACT Services, Inc. for Police Chief Recruitment and Related Costs in an amount not to exceed \$4,200.

Manager Cook summarized the background regarding the recommendation of a budget amendment related to the Agreement for Police Chief Recruitment (Item 7.c.). Trustee Hirschbein made a motion, seconded by Trustee Lemus, to approve an amendment to the FY21 Budget in the amount of \$4,200 for Police Chief Recruitment Expenses and to Approve the Agreement with DMACT Services, Inc. for Police Chief Recruitment and Related costs in an amount not to exceed \$4,200. A Roll Call vote determined Trustees: Hirschbein, Lemus, Dulkoski, Hall, and Pearson, answered aye. Trustee Kubiak was absent. Roll Call vote passed 5-0-1.

## 8. PRESIDENT'S REPORT

President Wiedmeyer had no report.

## 9. STAFF REPORTS AND DISCUSSION

- a. Manager

Manager Cook indicated that staff conducted additional interviews for the Customer Service Supervisor / Village Clerk position and have identified a candidate to move forward in the selection process.

- b. Police

- i. Department Report

Chief Beane and Lt. Harris presented the 2020 Police Department Annual Report. COVID response, investigations, FOIA reporting, training, technology updates required with the upgrade to Windows 10 was completed, evidence tracking using the BEAST was

implemented, telephone upgrades are nearly complete and upgrades to the HVAC are ongoing. Lt. Harris presented statistics on crashes, police calls by case type, arrests, and a fleet report on mileage. Lt. Harris recognized two Officers, McCulloch and Sgt. Pokorney, for achievements this year, including Sgt. Pokorney's recent completion of the Northwestern University's School of Staff and Command, under a grant at no cost to the Village.

c. Finance

i. Budget

Director Plaza indicated that staff is continuing to work on revenue projections. The State changed the allocation of LGDF money and cannabis sales tax to reduce the amount the Village will receive by 10%. As previously mentioned, the census numbers are delayed and are now anticipated on September 30, 2021. Conservative revenue projections will double the current census number for the last five months of the fiscal year, with the first seven months staying at the previous census figure of 4,532.

d. Public Works

Director Doherty indicated some pot hole repairs were started today using cold patch. There are currently fewer than last year with many of them near the roundabout.

e. Engineering

Engineer Gronewold indicated the test pumping equipment was mobilized on site today and they will attempt to get all testing completed this week to determine quality and capacity.

f. Legal

Attorney Smoron 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**

No new business was discussed.

**12. EXECUTIVE SESSION**

There was no executive session.

**13. ADJOURNMENT**

Trustee Hirschbein made a motion to adjourn the meeting, seconded by Trustee Dulkoski. Roll Call vote determined Trustees: Hirschbein, Dulkoski, Hall, Pearson, and Lemus, answered aye. Trustee Kubiak was absent. Roll Call vote passed 5-0-1. The meeting adjourned at 7:59 p.m.