



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

**Monday, March 15, 2021
7:00 p.m.**

1. CALL TO ORDER

Village Manager Jeff Cook called the meeting to order at 7:00 p.m., noting President Wiedmeyer was unexpectedly not able to attend the meeting.

2. PLEDGE OF ALLEGIANCE

The Board recited the Pledge of Allegiance.

3. ROLL CALL

The roll was called. Answering present were 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 Michael Smoron, Village Engineer Seth Gronewold, Police Lt. Chris Harris, and Village Clerk Shelly Jureczek. President Wiedmeyer was absent.

4. PUBLIC COMMENTS

Melissa Hirschbein, Treasurer of Events Committee, provided information on 2021 Events. The See-A-Truck format used last year will continue again this year on the first Saturday in May. The Village-wide garage sale is planned for June 17-19. Plans for the Stars and Stripes Celebration are in process. Currently the committee is planning for a Fireworks display on Saturday, July 10, recognizing changing guidance concerning outdoor gatherings could affect the viability of the plan. Food trucks at the event remain uncertain at this time as well, though the committee is considering options. Details will be released as soon as possible. Ms. Hirschbein thanked the Village staff and Board for their support of the Events Committee. The Board in turn thanked Ms. Hirschbein for all of the Committee's hard work each year.

Daniel Ferek resident of Carillon is interested in finding out information about the candidates running for Trustee. Attorney Smoron provided some guidance indicating that the Village is unable to provide residents with biographical information about the

candidates; however, a listing of the names of the candidates could possibly be added to the Village's website.

Peter Busse, a Village resident, asked why the fountains are no longer being used in the ponds. He believes that mosquitoes have gotten progressively worse and thinks that the lack of fountains may be contributing to the issue. Manager Cook and Director Doherty provided background regarding electrical costs and issues regarding the history of continuous and costly maintenance for the fountains. Trustee Hall asked if it might be possible to approach the HOAs about taking on the responsibility of the maintenance costs or possibly splitting the expense. Trustee Dulkoski also liked the idea.

5. **SPECIAL PRESENTATIONS / ITEMS**

Lt. Chris Harris introduced Jeremy Ramirez to the Board and provided his background. He was then sworn in as the Village's newest part time Police Officer.

6. **CONSENT AGENDA**

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

- a. the Minutes from Village Board Meeting of March 1, 2021;
- b. the Warrant List for March 15, 2021 in the amount of \$233,427.81; and
- c. Approval of Pay Application No. 4 for Test Well No. 1 to Municipal Well & Pump in the amount of \$45,710.20.

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

7. **ITEMS FOR SEPARATE ACTION**

- a. Approval of Aquatic Maintenance Agreement with McCloud Aquatics in an amount not to exceed \$14,075.

Manager Cook briefly summarized this item, as more fully described in the staff memo. Trustee Hirschbein made a motion, seconded by Trustee Lemus, to approve an Aquatic Maintenance Agreement with McCloud Aquatics in an amount not to exceed \$14,075. Board and staff discussion ensued. A Roll Call vote determined Trustees Hirschbein, Lemus, Pearson, Kubiak, Dulkoski, and Hall, answered aye. Roll Call vote passed 6-0.

- b. Approval of Resolution 2021-R-04, Authorizing the Execution of a Professional Fee Reimbursement Agreement and Related Applications to Local, State, or Federal Agencies.

Manager Cook summarized this item, as more fully described in the staff memo. Trustee Dulkoski made a motion, seconded by Trustee Hall, to approve Resolution 2021-R-04, Authorizing the Execution of a Professional Fee

Reimbursement Agreement and Related Applications to Local, State, or Federal Agencies, as drafted. Extensive Board and staff discussion ensued. Attorney Smoron indicated this agreement would be recommended, even though the property that is the subject matter of this agreement is not currently annexed into the Village, as an additional layer of protection for the Village. A Roll Call vote determined Trustees: Dulkoski, Hall, Kubiak, Hirschbein, Lemus, and Pearson, answered aye. Roll Call vote passed 6-0.

- c. Approval of Resolution 2020-R-05, Authorizing MFT Expenditures for FY22.

Manager Cook summarized this item, as more fully detailed in the staff memo contained in the Agenda packet. Trustee Pearson made a motion, seconded by Trustee Kubiak, to approve Resolution 2021-R-05, Authorizing MFT Expenditures for FY22, as drafted. There was no Board discussion. A Roll Call vote determined Trustees: Pearson, Kubiak, Hirschbein, Dulkoski, Lemus, and Hall, answered aye. Roll Call vote passed 6-0.

- d. Approval of Ordinance 2021-O-02, Amending FY21 Budget Relating to Coronavirus Relief Funds.

Manager Cook summarized this item, as more fully detailed in the staff memo contained in the Agenda packet. As this item contains a budget amendment, it requires a 2/3 majority vote of the corporate authorities (5 of 7). Trustee Lemus made a motion, seconded by Trustee Dulkoski, to approve Ordinance 2021-O-02, Amending FY21 Budget Relating to Coronavirus Relief Funds, as drafted. A Roll Call vote determined Trustees: Lemus, Dulkoski, Hall, Pearson, Kubiak, and Hirschbein, answered aye. President Wiedmeyer was absent. Roll Call vote passed 6-0-1.

- e. Approval to Authorize Village Participation in the State of Illinois Bulk Road Salt Program and Renew the Contract with an Estimated Quantity of 693 Tons.

Manager Cook briefly summarized this item, as more fully detailed in the staff memo contained in the Agenda packet. Trustee Kubiak made a motion, seconded by Trustee Pearson, to authorize Village Participation in the State of Illinois Bulk Road Salt Program and Renew the Contract with an Estimated Quantity of 693 Tons. A Roll Call vote determined Trustees: Kubiak, Pearson, Lemus, Hall, Hirschbein, and Dulkoski, answered aye. Roll Call vote passed 6-0.

- f. Ratification and Approval of Expenditure for Repairs to Truck 282 in the Amount of \$6,162.66.

Trustee Dulkoski made a motion, seconded by Trustee Pearson, to ratify and approve of expenditure for repairs to Truck 282 in the amount of \$6,162.66. Board discussion ensued. Trustee Kubiak asked if this type of work could be done in-house in the future. Director Doherty indicated this is not a service item that can be done in-house. A Roll Call vote determined Trustees: Dulkoski, Pearson, Hall, Kubiak, Hirschbein, and Lemus, answered aye. Roll Call vote passed 6-0.

8. **PRESIDENT'S REPORT**

There was no President's report.

9. **STAFF REPORTS AND DISCUSSION**

a. Manager

Manager Cook welcomed Officer Ramirez to the Village. Stephen Gray is slated to start on Monday, March 22, 2021 to fill the open Customer Service Supervisor position. Cambridge Lakes Community Association is working on a large number of food truck events. As the Board is aware, the current Building Inspector contract ends May 1, 2021. Staff is moving forward with Mr. Kelly to undertake the update the Building Code under the current Contract. Manager Cook indicated he will be out of the office during the week of March 29, 2021.

b. Police

Chief Beane also welcomed Officer Ramirez to the Village. He had no further report.

c. Finance

i. Presentation and first review of draft FY22 Budget

Manager Cook made some opening remarks about the budget process before turning the discussion over to Director Plaza. Director Plaza corrected the title of this item to indicate this is a draft FY22 Budget and apologized for the confusion that may have caused. She then highlighted information relating to assumptions and certain expenses that are particularly of interest to the Board. Trustee Dulkoski asked Director Plaza where in the draft budget they could find the reference to the funds that are being retained for future technology replacements. Director Plaza indicated that the technology figures were not included in this draft and indicated she would make the required changes. Board discussion ensued and staff indicated a refined draft will be presented at the next meeting.

d. Public Works

Director Doherty had nothing further to report.

e. Engineering

i. Engineer Report

Engineer Gronewold provided major highlights on projects, including the completion and tender of the GIS database to the Village, completion of the relocation of the interconnect fiber along Route 72, and the completion of the test pumping at the test well site.

Trustee Pearson asked about the light timing at the Richard J. Brown intersection. Manager Cook indicated the signaling of that intersection is under the control of IDOT, but Engineer Gronewold offered that they could speak with the contractor, Plote, as the signal is still under the warranty period. The contractor can verify whether the signal is functioning as expected. Engineer Gronewold answered Board questions.

f. Legal

Attorney Smoron had no further report.

g. Planning

There was no planning report.

h. Clerk

Clerk Jureczek had no report.

10. OLD BUSINESS

Trustee Kubiak asked about the status of the signs around the pond for no fishing. Trustee Dulkoski's recollection was that staff was waiting for the training and recommendations for IDNR. Director Doherty indicated the plan would be to provide signage solely at the key entrances likely with a larger than standard sign (possibly 24x36"). Language and design of the signs would be brought before the Board. As time allows, he will get this information together to present to the Board. Trustee Hall wanted to know if while we are waiting for the officer training, would the IDNR would be willing to come and do some enforcement. Chief Beane indicated he could check with them.

Trustee Kubiak is still interested in the No Engine Braking signs. Although she understands the enforcement issue, she would still like to see signs to deter the practice. Director Doherty indicated that several years ago, pricing for the required signs was approximately \$5,000. Director Doherty will review the IDOT sign requirements and costs and will include that in his weekly notes.

11. NEW BUSINESS

No new business was discussed.

12. EXECUTIVE SESSION

There was no executive session.

13. ADJOURNMENT

Trustee Pearson made a motion to adjourn the meeting, seconded by Trustee Kubiak. Roll Call vote determined Trustees: Pearson, Kubiak, Hirschbein, Dulkoski, Lemus, and Hall, answered aye. Roll Call vote passed 6-0. The meeting adjourned at 8:50 p.m.