



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

**Monday, March 18, 2019
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, Pearson, Kubiak, Dulkoski, and Hirschbein. Also present were: Lieutenant Chris Harris, Finance Director Karen Plaza, Public Works Director Pat Doherty, Village Engineer Mick Gronewold and Village Clerk Dawn Grivetti.

4. PUBLIC COMMENTS

There were no public comments.

5. SPECIAL PRESENTATIONS / ITEMS

Proclamation 2019-P-02 Recognizing the Week of April 21 – 27, 2019 as Distracted Driving Awareness Week

President Wiedmeyer acknowledged the proclamation recognizing the week of April 21-27, 2019 as Distracted Driving Awareness Week.

6. CONSENT AGENDA

Trustee Thomas made a motion, seconded by Trustee Dulkoski to approve the Consent Agenda consisting of the minutes from Village Board Meeting March 4, 2019 and the Warrant List for March 18, 2019, in the amount of \$194,364.93.

Following questions to Staff regarding payments to invoices, a Roll Call vote determined Trustees: Thomas, Dulkoski, Spieker, Pearson, Kubiak, and Hirschbein answered aye. Roll Call vote passed 6-0.

7. ITEMS FOR SEPARATE ACTION

- a. Approval of Purchase of a Phone System for the Municipal Center in an Amount Not to Exceed \$19,000

Finance Director Plaza spoke of the need for an upgraded phone system for the Municipal Center that can be expanded in the future to include connection with the Police Department. Approval at this time is just for phones in the Municipal Center.

Trustee Dulkoski made a motion, seconded by Trustee Pearson to waive competitive bidding and approve the purchase of a phone system for the Municipal Center from MCC Technology, Inc, in an amount not to exceed \$19,000. A Roll Call vote determined Trustees: Dulkoski, Pearson, Thomas, Spieker, Kubiak, and Hirschbein answered aye. Roll Call vote passed 6-0.

b. Approval of Ordinance Adopting a 2019 Village of Pingree Grove Zoning Map

Trustee Dulkoski made a motion, seconded by Trustee Thomas to approve the ordinance adopting a 2019 Village of Pingree Grove Zoning Map. A Roll Call vote determined Trustees: Dulkoski, Thomas, Spieker, Pearson, Kubiak, and Hirschbein answered aye. Roll Call vote passed 6-0.

c. Approval of Resolution for Maintenance of Streets and Highways Using Motor Fuel Tax Funds

Public Works Director Doherty reviewed the street maintenance projects for the year and reminded the Board this annual resolution is necessary in order to spend MFT funds. Trustee Kubiak made a motion, seconded by Trustee Pearson to approve Resolution 2019-R-04 authorizing the expenditure of Motor Fuel Tax funds for road repair, and for MFT related engineering services. A Roll Call vote determined Trustees: Kubiak, Pearson, Thomas, Spieker, Dulkoski, and Hirschbein answered aye. Roll Call vote passed 6-0.

d. Approval of Pingree Grove Forest Preserve Park Improvements Concept Plan and Phase I Development

Trustee Spieker addressed the Board with the Park Committee's revised concept plan provided by Rolf Campbell and the pollinator garden designed by Kevin Clarke Landscaping Design, both pro bona. The Committee also intends to sell memorial bricks to raise funds for the projected improvements. Following Board approval, Staff will seek approval of the project from the Forest Preserve District of Kane County.

Trustee Pearson made a motion, seconded by Trustee Kubiak to approve the Pingree Grove Forest Preserve Park Improvements Concept Plan and Phase I Development. A Roll Call vote determined Trustees Pearson, Kubiak, Thomas, Spieker, Dulkoski, and Hirschbein answered aye. Roll Call vote passed 6-0.

e. Approval of Award of Contract to Thayer for the Upgrade to LED Lighting at the WWTP and WTP in an Amount Not To Exceed \$22,488.74

Public Works Director Doherty explained the benefits of upgrading the lighting in these two facilities. There was discussion as to the waiving of the bid process and the return on investment. Trustee Pearson made a motion, seconded by Trustee Thomas to waive competitive bidding and award the bid to Thayer for services related to the upgrade of lighting at the WWTP and WTP to energy efficient LED lighting in an amount not to exceed \$22,488.74. A Roll Call vote determined Trustees: Pearson, Thomas, Spieker, Kubiak, Dulkoski, and Hirschbein answered aye. Roll Call vote passed 6-0.

8. **PRESIDENT'S REPORT**

President Wiedmeyer reported interior furnishings are being installed at the Municipal Center, and contractors are making great progress.

9. **STAFF REPORTS AND DISCUSSION**

a. Police

No report was presented.

b. Finance

Director Plaza reported she is available to take questions regarding the draft FY20 budget.

c. Public Works

Director Doherty reported the City of Elgin will be entering into a contract to professionally grade Highland Ave.

d. Engineering

Engineer Gronewold reported they are wrapping up the Facility Plan for expansion of the water and wastewater treatment plants to be presented soon; and the RJB and Rt72 intersection is progressing through IDOT.

e. Planning

No report was presented.

f. Clerk/Communications

Clerk Grivetti reminded the Board of the Hampshire Area Chamber of Commerce Golf Outing on May 17, 2019 at Blackstone Golf Club, Marengo, IL.

10. **OLD BUSINESS**

The Board began a review of the draft FY20 Budget first addressing proposed revenue.

- a. There was a discussion regarding decreasing utility tax revenues. Customers are cutting cable, yet 300 new homes are added each year. Azavar could address this more clearly for the Village to capture any lost revenue here.

Trustee Thomas left the meeting at 8:00 pm.

- b. A proposed Food and Beverage Tax is included in the budget. The Board questioned its inclusion prior to any ordinance approving the new tax. A consensus of the Board requested the proposed tax be removed from the draft budget until it is approved via ordinance.
- c. The Board requested updated summary pages and discussed communicating questions to the Finance Director for her collective response prior to the next Board meeting.
- d. The Board recognized the corporate tax rate has been decreasing each of the last five years while the total revenue generated from the same continues to increase.
- e. The Board discussed the inclusion of the revenue for the potential sale of the current Village Hall property.

11. NEW BUSINESS

There was no new business discussed.

12. EXECUTIVE SESSION—To Discuss Personnel Pursuant to 5 ILCS 120/2(c)(1)

At 8:59pm Trustee Pearson made a motion, seconded by Trustee Hirschbein to convene an Executive Session of the Village Board for the purpose of discussing personnel pursuant to 5 ILCS 120/2(c)(1). A Roll Call vote determined Trustees: Pearson, Hirschbein, Spieker, Kubiak, and Dulkoski answered aye. Trustee Thomas was absent. Roll Call vote passed 5-0.

At 9:09 pm Trustee Kubiak made a motion to return to regular session, seconded by Trustee Spieker. President Wiedmeyer directed that a Voice vote be taken. All present answered aye, and President Wiedmeyer declared the motion passed.

13. ADJOURNMENT

Trustee Hirschbein made a motion to adjourn the meeting, seconded by Trustee Dulkoski. President Wiedmeyer directed that a voice vote be taken. All present answered aye, and President Wiedmeyer declared the motion passed; the meeting adjourned at 9:10pm.