



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

**Monday, August 5, 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: Dulkoski, Hall, Hirschbein, Kubiak, Lemus, and Pearson. Also present were Police Chief Shawn Beane, Finance Director Karen Plaza, Public Works Director Pat Doherty, Village Manager Dean Frieders, Village Engineer Mick Gronewold, Deputy Fire Chief Kieran Stout, and Village Clerk Shelly Jureczek.

4. PUBLIC COMMENTS

Dan Carter will soon be moving to Carillon and is very concerned about the safety of the intersection at Richard J. Brown ("RJB") and Route 72. President Wiedmeyer stated the Village is working as fast as possible with IDOT on this project and it is a topic on this meeting's agenda.

Bob Bates, who lives at 1029 Scottsdale in Carillon, stated his concerns about the continued use of Reinking Road and the possibility of trucks getting stuck around the bridge and that lots of dust and dirt are stirred up from the road from vehicles attempting to use the road. He is interested to see what options for preventing this can be implemented. Public Works Director Doherty indicated that there are three signs stating road closed and the bridge signs are now bolted to bridge deck.

Sue Bates is requesting a visit from President Wiedmeyer at Carillon for a Townhall Meeting as there are many new residents. She would also like to see the downtown turn into something nice and mentioned adding a Farmer's Market.

Jeri Pagano also spoke about Reinking Road. She has seen many large vehicles travel down the closed road and turn around right next to the utility poles and also concurred that this creates a lot of dirt and dust.

5. SPECIAL PRESENTATIONS / ITEMS

There were no special presentations / items.

6. CONSENT AGENDA

Trustee Kubiak made a motion, seconded by Trustee Pearson to approve the Consent Agenda consisting of the Minutes from Village Board Meeting July 15, 2019, the Warrant List for August 5, 2019 in the amount of \$336,570.66. Following a question to staff by Trustee Kubiak regarding the Warrant List, 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

Manager Frieders presented a detailed Powerpoint regarding Capital Plan Budget Updates with history, additional options, and updated recommendations for the Board to consider for the Items for Separate Action listed on the Agenda. In Summary, the updated recommendations were to complete the full scope of the RJB / 72 intersection project, completing the generator on a reduced scope, completing the garage doors, properly re-allocating a portion of the financial software costs to water and sewer, and allowing additional time to investigate the hot box pavement patcher and utility vehicle. The net effect to the FY20 Budget would still be a reduction in the total forecast capital fund expenditures by \$66,000, allowing for a cushion in case of cost increases for the RJB / 72 intersection projects. He pointed out that the RJB / 72 intersection project and financial software will likely span two fiscal years.

Trustee Kubiak had a question about the warranty and service plan for the proposed generator. Manager Frieders said that in the absence of an extended service plan, the Village would have a one-year warranty. Manager Frieders stated that if we don't prepay a three-year contract we will still need to buy an annual contract, which would be budgeted for out of operating funds annually. The purchase of a three-year contract would provide a savings to the Village as compared to individual, annual purchases. Trustee Kubiak indicated the service contract is important. Trustee Dulkoski asked if the generator is just for the Municipal Center. Manager Frieders confirmed; however, the service contract would cover all of the Village's generators, including the police station, lift stations, water treatment plant, and all Village generators. Trustee Dulkoski inquired if the Village has a minimum fund balance policy for the capital funds. Manager Frieders indicated that the Village does not have a minimum fund balance for the capital funds, and the remaining balance was very healthy. Trustee Dulkoski also wanted to confirm that all department heads recommend following the options. Manager Frieders confirmed the unanimous recommendation. Trustee Dulkoski asked for details about Phase III Engineering services. Engineer Gronewold provided information about the services his firm provides during Phase III Engineering and indicated that IDOT will

require Fehr-Graham's certification as the intersection work will largely be performed in the IDOT right of way. President Wiedmeyer explained that the Village is completing the intersection project as IDOT is more supportive of government projects as compared to developer projects. President Wiedmeyer reiterated that DR Horton provided a significant contribution towards the intersection costs.

- a. Approval to Waive Competitive Bidding and Approve Purchase Agreement with Rush Power Systems for an Emergency Standby Generator and Service Agreement, in an amount not to exceed \$59,102

Trustee Pearson made a motion seconded by Trustee Kubiak to approve the Waiver of Competitive Bidding and to Approve the Purchase Agreement with Rush Power Systems for an Emergency Standby Generator and Service Agreement, in an amount not to exceed \$59,102. Discussion regarding the service contracts ensued. A Roll Call vote determined President Wiedmeyer and Trustees: Pearson, Kubiak, Hirschbein, Dulkoski, Lemus, and Hall answered aye. Roll Call vote passed 7-0.

- b. Approval of Ordinance 2019-O-26, Amending Budget for FY20 Relating to Operating Supplies and Technology

Trustee Dulkoski made a motion seconded by Trustee Hirschbein to approve the Ordinance Amending the FY20 Village Budget. A Roll Call vote determined President Wiedmeyer and Trustees: Dulkoski, Hirschbein, Lemus, Hall, Pearson, and Kubiak answered aye. Roll Call vote passed 7-0.

- c. Approval of Ordinance 2019-O-27, Amending Budget for FY20 and Approving the Engineer's Recommendation for the RJB Intersection to Plote Construction Inc., in an amount not to exceed \$1,368,687.40

Trustee Hirschbein made a motion seconded by Trustee Kubiak to approve the Ordinance Amending the FY20 Village Budget and Awarding a Construction Contract to Plote Construction Inc., in an amount not to exceed \$1,385,000.00, but revising the budget amendment to include funding for a \$9,665 generator maintenance plan. A Roll Call vote determined President Wiedmeyer and Trustees: Hirschbein, Kubiak, Dulkoski, Lemus, Hall, and Pearson answered aye. Roll Call vote passed 7-0.

- d. Approval of Phase III Engineering Services Agreement for Richard J. Brown / Route 72 Intersection with Fehr-Graham and Associates, in an amount not to exceed \$122,126

Trustee Pearson made a motion seconded by Trustee Hirschbein to approve the Agreement for Phase III Engineering Services with Fehr-Graham and Associates, in an amount not to exceed \$122,126. A Roll Call vote determined Trustees: Pearson, Hirschbein, Dulkoski, Lemus, Hall, and Kubiak answered aye. Roll Call vote passed 6-0.

- e. Approval of Purchase of Interior Garage Doors from ASAP Doors in an amount not to exceed \$16,500

Trustee Lemus made a motion seconded by Trustee Hall to approve the Purchase of Interior Garage Doors from ASAP Doors, in an amount not to exceed \$16,500. A Roll Call vote determined Trustees: Lemus, Hall, Pearson, Kubiak, Hirschbein, and Dulkoski answered aye. Roll Call vote passed 6-0.

8. PRESIDENT'S REPORT

President Wiedmeyer thanked staff for their hard work preparing tonight's materials.

9. STAFF REPORTS AND DISCUSSION

a. Manager

Manager Frieders stated the next agenda will include a mailbox ordinance, proposed design contracts for Pingree Grows utility plant expansion projects and a proposed resolution regarding Goebberfest tentatively planned for October 18th and 19th regarding barricades and temporary signage for traffic flow. We will be working on the Building Department transition as our part-time contractual administrative support is concluding at the end of August.

b. Police

Chief Beane announced that tomorrow night is National Night Out and through the cooperation with the Community Center, the Police Department will be there from 6:00pm - 9:00pm. Additionally, next Tuesday will be the Culver's Touch-a-Truck Event. He invited the Board and residents to come out and join in the events.

c. Finance

Director Plaza indicated she started the first day of field work with auditors. This was a preliminary day of field work in preparation for the week of September 16, 2019. Director Plaza confirmed that there were robust discussions on all items recommended by staff tonight and a consensus was achieved. Manager Frieders thanked Director Plaza for her help over the weekend to complete the materials for this evening.

d. Public Works

Director Doherty indicated the new loader has arrived and is parked outside for everyone to see.

e. Engineering

Engineer Gronewold discussed the audit that was done by IDOT on MFT Expenditures for 2013-2018. IDOT approved the work that has been done by Director Plaza, Accountant Karin Yumping, and Engineer Seth Gronewold to bring the MFT paperwork up-to-date.

Bridge inspections are complete and all required paperwork has been filed with IDOT. After discussions with IDOT, they have agreed to reduce the frequency of inspections for the Wester Blvd. bridge from two years to four years, which will

provide a cost savings. Of note, the bridge on Reinking over Tyler Creek is suffering some erosion and work on that bridge will probably need to be discussed in the future.

The facility plan for wastewater treatment plant expansion has been received by the IEPA and assigned to a project manager and the project plan was also submitted for the IEPA review, which sets the stage for IEPA loans.

f. Planning

There was no planning report presented.

g. Clerk

Clerk Jureczek reminded everyone that the Municipal Building ribbon-cutting and open house will be held on Saturday, August 24, 2019. The event begins at 2:00 pm with the ribbon-cutting followed by the open house, with tours of the building and light refreshments being served until 4:30 pm.

10. OLD BUSINESS

The Board engaged in a discussion regarding potential sale of the downtown Village Hall and park property, not including the church property. Trustee Hirschbein inquired about the potential to list the property with a realtor, and Manager Frieders explained the limitations on sale price of the property (based upon appraised value) if a realtor is used. Manager Frieders also indicated that the appraised value may not be reflective of the actual value, as the appraisal did not account for the loss of area due to the proposed construction of a Route 20 Roundabout. The Trustees engaged in a discussion regarding proposed conditions for bid, including use restrictions, timelines for development, and minimum bids. Manager Frieders indicated that the item would return on the next agenda for consideration of approval of proposed bid specifications.

11. NEW BUSINESS

12. EXECUTIVE SESSION

There was no executive session.

13. ADJOURNMENT

Trustee Dulkoski made a motion to adjourn the meeting, seconded by Trustee Pearson. President Wiedmeyer directed that a voice vote be taken. All present answered aye, and President Wiedmeyer declared the motion passed; the meeting adjourned at 8:29 pm.