VILLAGE PRESIDENT
Sue Stillwell

VILLAGE ADMINISTRATOR
Scott Koeppel

VILLAGE CLERK
Tracey R. Conti

VILLAGE TRUSTEES
Heidi Lendi
Matthew Bonnie
Sean Michels
Anthony Speciale
Nora London
Michael Roskopf

MINUTES
VILLAGE OF SUGAR GROVE
VILLAGE BOARD MEETING
NOVEMBER 10, 2026, 6:00 P.M.

DRAFT

1. **Call to Order**
   The meeting was called to order by President Stillwell at 6:00 pm.

2. **Pledge of Allegiance**
   President Stillwell asked everyone to join her in the pledge of allegiance.

3. **Roll Call**
   On November 10, 2026, the Village Board meeting was held in person at the Sugar Grove Library.

   Present: President Susan Stillwell, Trustee Heidi Lendi, Trustee Anthony Speciale, Trustee Sean Michels, Trustee Michael Roskopf, Trustee Matthew Bonnie.

   Absent: Trustee Nora London.

   Additional Attendees: Village Administrator Scott Koeppel, Village Attorney Brian Miller, Police Chief Patrick Rollins, Finance Director Karin Johns, Public Works Director Brad Merkel, Community Development Director Danielle Marion, Village Clerk Tracey Conti.

4. **Public Hearing**

5. **Proclamations**

6. **Presentations**
   a. **Presentation of the Annual Comprehensive Financial Report (ACFR) for the fiscal year ended April 30, 2026.**

   Director Johns stated that the fiscal year 2026 ACFR has been completed and Jen from Lauterbach and Amen will present the findings.

   Jen, thanked Village staff for all their hard work and cooperation during this audit cycle. She began by reminding everyone that an audit is required by state statute to be completed every fiscal cycle, and the goal is to provide an opinion on the financial statements. Jen explained that the internal control environment was reviewed and it was issued clean and unmodified which is the highest-level opinion that can be provided.

Jen went over the introductory section which is where the transmittal letter will be found along with the certificate of achievement. She explained that this speaks very highly to the transparency of the financial statements and this is the 25th year in a row the Village has received this.

She moved onto the financial section, explaining that this focuses on key highlights for the year and changes from the prior year. Jen went over funds stating that there was a decrease in governmental funds of 2.4 million and overall fund balances are at 13.1 million. IMRF and the police pension fund are both well-funded with an increase done to the police pension fund this year making it well above average. The last section is the statistical section with 10 years of trend information. There is a current recommendation for IT security to ensure everyone of the risks that are out there. For this fiscal year there were no funds over the budget, there are two funds with a deficit.

Director Johns wanted to add that since she started reviewing the segregation of duties and internal controls it has become a big focus of hers. A lot of time has been spent making sure processes were documented correctly and reviewing with the auditors.

7. Appointments

a. Appointment of Robinson Engineering as the Village Engineer.

Trustee Michels said he will mention his comments under general business.

Motion by Trustee Speciale, seconded by Trustee Roskopf, to discuss and approve the Appointment of Robinson Engineering as the Village Engineer.
Ayes : Speciale, Roskopf, Lendi, Michels, Bonnie; Nays: None; Abstain: None; Absent: London.

Trustee Michels would like to move up item 12a and 12b so Robinson Engineering can leave and the board can go into executive session.

Administrator Koeppel would recommend a motion and a second to amend the agenda to move these items.

Motion by Trustee Michels, seconded by Trustee Roskopf, to modify the agenda moving up item 12a and 12b.
Ayes : Michels, Roskopf, Lendi, Speciale, Bonnie; Nays: None; Abstain: None; Absent: London.

12a. Resolution: Authorizing a Master Service Agreement Between the Village of Sugar Grove and Robinson Engineering, LTD for General Professional Services.

Trustee Michels asked about review fees for the as-built engineering.

Administrator Koeppel said this agreement includes the hourly rates for services; there is a certain task order which is the next item and will contain set fees.

DRAFT

Motion by Trustee Roskopf, seconded by Trustee Bonnie, to discuss Authorizing a Master Service Agreement Between the Village of Sugar Grove and Robinson Engineering, LTD for General Professional Services.
Ayes : Roskopf, Bonnie, Lendi, Speciale, Michels; Nays: None; Abstain: None; Absent: London.

Motion by Trustee Michels, seconded by Trustee Lendi, to approve Authorizing a Master Service Agreement Between the Village of Sugar Grove and Robinson Engineering, LTD for General Professional Services.
Ayes : Michels, Lendi, Speciale, Roskopf, Bonnie; Nays: None; Abstain: None; Absent: London.

12b. Resolution: Approving Task Order 26-01 Setting review fees.
Trustee Michels wants to know about the as-built review fees. He said they typically do not require a site visit, and it is usually just a review of engineering plans and feels that $225 is high.

Director Marion said that there is typically a as built site visit to make sure all the grading is done properly. Trustee Michels said this is usually done when the foundation is backfilled and final grading is not complete. Director Marion said this would be for the site plan review; the as-built review is for when everything is finalized. Trustee Michels had the idea that this would be done when the foundation is poured to align with easements and setbacks. Director Marion said this is a part of the review but there won't be a separate charge for it.

Motion by Trustee Michels, seconded by Trustee Speciale, to discuss and approve a Task Order 26-01 Setting review fees.
Ayes : Michels, Speciale, Lendi, Roskopf, Bonnie; Nays: None; Abstain: None; Absent: London.

8. Airport Report

9. Executive Session

- Personnel –5 ILCS 120/2(c)(1)
- Litigation – 5 ILCS 120/2(c)(11)
- Property/Land Acquisition – 5 ILCS 120/2(c)(5)
- Sale of Property – 5 ILCS 120/2(c)(6)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)

Motion by Trustee Lendi, seconded by Trustee Bonnie, to enter executive session at 6:16 pm to discuss Personnel –5 ILCS 120/2(c)(1) and Litigation – 5 ILCS 120/2(c)(11).
Ayes : Lendi, Bonnie, Speciale, Michels, Roskopf; Nays: None; Abstain: None; Absent: London.

The Village Board returned to open session at 7:22 pm followed by a roll call:

Present: President Susan Stillwell, Trustee Heidi Lendi, Trustee Anthony Speciale, Trustee Sean Michels, Trustee Michael Roskopf, Trustee Matthew Bonnie.

Absent: Trustee Nora London.

DRAFT

10. Public Comment on Scheduled Action Items

- Garry Thompson commented on item 12c.

11. Consent Agenda

a. Approval: October 20, 2026, Village Board Meeting Minutes.
b. Approval: Vouchers.
c. Approval: October 2026 Treasurer's Report.
d. Approval: 2027 Village Meeting Schedule.
e. Approval: Acceptance of April 30, 2026, Annual Comprehensive Financial Report (ACFR).
f. Resolution: Authorizing Release of Public Improvement Guarantee (Fire Department Denny Rd. Training Site).
g. Resolution: Public Works Hot Water Heater Replacement.

Motion by Trustee Roskopf, seconded by Trustee Lendi, to approve the Consent Agenda as presented.
Ayes: Roskopf, Lendi, Speciale, Michels, Bonnie; Nays: None; Abstain: None; Absent: London.

12. General Business

c. Resolution: Authorizing the Village Administrator to Execute an Engagement Letter with Odelson, Murphey, Frazier, & McGrath, LTD. for Special Counsel Services Related to Legislative and Conflict Matters.

President Stillwell asked how many municipalities this law firm currently represents as a second counsel. Mr. Odelson doesn't consider it second counsel, and they are hired as legislative counsel or special counsel and consider themselves primary counsel for this particular purpose. If the board approved this resolution the board would be among 25 municipalities that use this firm as special counsel or legislative counsel.

President Stillwell said he had mentioned that special counsel is defined as for a specific purpose and for legislative counsel he is just representing trustees. She asked how many municipalities he is representing trustees only, Mr. Odelson said 2 at the current time. He wanted to clarify that they would serve the municipality.

President Stillwell's asked what municipalities he is representing as a second counsel for the trustees, he said Calumet City. They are the current attorneys for Dolton after a change in administration and a new mayor was elected. President Stillwell wants to confirm that the billing records and the primary counsel at that times billing records were both subpoenaed by the FBI. Mr. Odelson said yes there is an ongoing investigation, but it involves the former mayor. She asked him to confirm in Calumet City while serving for the trustees while there was a primary counsel resulting in a conflict regarding a labor dispute. Mr. Odelson stated they were hired as legislative counsel and they were directed into a labor dispute due to the mayor signing an

DRAFT

agreement with the union. Odelson stepped in to investigate when asked unanimously by the board. President Stillwell wanted him to confirm that this dispute between attorneys did contribute to Calumet Cities budget deficit that resulted in more than 30 layoffs. Mr. Odelson said no, the layoffs happened due to over hiring and they were let go in the budget process unfortunately.

Trustee Roskopf clarified that they do not charge a monthly retainer, Mr. Odelson said no monthly retainer and no mileage as well. Trustee Roskopf asked if his firm is okay with putting a cap on any services approved by the board, Mr. Odelson said yes and if a cap is approached, they will come back and explain why to the board and ask for guidance. He explained they like to work on an hourly basis and submit a detailed monthly bill.

Trustee Lendi wanted Administrator Koeppel to go over the ordinance and what it takes to use them.

Administrator Koeppel said the way the ordinance is written is that there would need to be a resolution passed by the board or an authorization by the boards designated liaison following majority vote of the Village Board. The Village Attorney could also declare conflict as well; the ordinance is very specific.

President Stillwell says she is very concerned because two law firms has resulted in large costs for other municipalities. Her only problem with Vasselli Law was response time and she does not feel that is enough to replace a law firm. President Stillwell stated that she had gone to the trustees and offered to find a new law firm to keep one neutral law firm rather than having two. She explained that the residents have asked for is less taxes and she is doing everything she can to keep fees low and not adding another law firm would help.

President Stillwell mentioned some of the board members not wanting to compromise with her. Trustee Bonnie said in the meantime they would like a second counsel and are open to looking for new legal counsel for the entire board. Trustee Michels said the board does not have confidence in the current law firm, and they need to search for new counsel then the second firm would not be needed.

Trustee Lendi feels everyone is in favor of looking for a new firm but stated that President Stillwell had said she wont look for a new firm if there is a second counsel.

President Stillwell explained that she said everyone can work together on finding one law firm and feels that the trustees are not willing to compromise.

DRAFT

Trustee Lendi said she is willing to look for a new law firm, but she would like to have a back-up if needed. She feels there is too much to risk with litigation and the breech with Crown and feels it is irresponsible to not want a second opinion. They will not be used unless the board decides too.

President Stillwell said the most concerning thing that makes her feel like there will be conflict is that this law firm has already said they will be the primary counsel for whatever they are asked to do. She feels two law firms acting as primary will end in conflict.

Trustee Roskopf explained they will be used if asked by the board.

President Stillwell says the existing case law says they can be used for legislative support but if they step into something that's an executive conflict that would be overstepping to her.

Trustee Michels does not agree with President Stillwell's logic keeping Vasselli Law and mentioned the previous engineer. He wants confidence in the primary attorney, and they currently don't have that.

Motion by Trustee Lendi, seconded by Trustee Bonnie, to discuss and approve Authorizing the Village Administrator to Execute an Engagement Letter with Odelson, Murphey, Frazier, & McGrath, LTD. for Special Counsel Services Related to Legislative and Conflict Matters.
Ayes: Lendi, Bonnie, Speciale, Roskopf; Nays: Michels; Abstain: None; Absent: London.

President Stillwell states that she plans to veto this at the next meeting.

d. Resolution: Designating the Village Administrator as the Village of Sugar Grove's Representative to the Joint Review Board Meetings.

Administrator Koeppel explained that this was added by trustees. He said every body that is a part of a joint review board must have a representative and that is decided by the public body itself. Sometimes the representatives are elected and sometimes they are not and explained that the county sends their assessor.

Trustee Roskopf had looked this up and said that for Villages over 9,000, the administrator is most commonly appointed since they see out daily duties.

President Stillwell said at the last JRB meeting she had concerns and feels this resolution is an attempt to prevent her from speaking. She has no objection to Administrator Koeppel representing the Village, she looked in state statute and couldn't find anything regarding a static appointment.

DRAFT

President Stillwell in Section 1-8-6 appointments in Village Code it says unless specified by law the motive appointment for any appointed position shall be by the president subject to the advising consent of the board. She feels this resolution is overstepping by the trustees. She does not object, but it is a presidential appointment, and she wants to compromise by having Administrator Koeppel at the next JRB meeting and an appointment for the one after.

Trustee Lendi is confused at President Stillwell's objection, President Stillwell feels they are attempting to modify code. Trustee Lendi does not think this is modifying code and President Stillwell asked if they are asking for a representative for just the next meeting or all those moving forward. Trustee Lendi said the resolution can be changed. Administrator Koeppel said the resolutions could be passed every year before each meeting, and they can be changed and it is not changing code.

Village Attorney Miller feels President Stillwell is willing to appoint Administrator Koeppel and set the terms but without making the appointment the board cannot do so.

President Stillwell asked about modifying the appointment.

Trustee Michels asked what Administrator Koeppel's position would be and asked if he would need to bring the discussion back to the board for approval. Administrator Koeppel said if he was the representative he would have discussed with the board ahead of the meeting how to make the vote. Trustee Michels is in favor of having the vote come before the board before the meeting takes place.

Trustee Lendi was concerned because of the last JRB meeting; there was no input from the board and there are many egalities with these meetings. She feels designating the Village Administrator will eliminate having one person's opinion due to him reporting to the board.

President Stillwell and Trustee Lendi had a disagreement about prices from the last JRB meeting. President Stillwell mentioned legal charges from Trustee Lenis FOIA request as well.

Trustee Lendi said the total cost of the JRB meeting was calculated by a professional, President Stillwel mentioned hourly wages being included. Trustee Lendi wants to save the Village money and avoid another high cost from the JRB meeting. President Stillwell said she called the JRB meeting because she wanted to be transparent and the Village Engineers did not.

Trustee Bonnie says he is fine leaving the resolution as it is and thinks it is being misread and asked if Trustee Lendi is okay with this. Trustee Lendi said she wants an unbiased representative at the meetings.

DRAFT

Motion by Trustee Lendi, seconded by Trustee Bonnie, to discuss and approve Designating the Village Administrator as the Village of Sugar Grove's Representative to the Joint Review Board Meetings for the next three annual JRB meetings.
Ayes: Lendi, Bonnie, Speciale, Michels, Roskopf; Nays: None; Abstain: None; Absent: London.

e. Resolution: Authorizing the Execution of a PSA with Engineering Enterprises, Inc. for Professional Design & Construction Engineering Services for the 2027 Road Program.

Public Works Director Merkel said it is the time of the year to discuss the next road program. He said in the essence of time it is beneficial to hire EEI even though an engineer has been appointed due to this being time sensitive.

President Stillwell thought HR Green usually does the road program, Director Merkel said EEI does.

Director Merkel said this year the program will be for Black Walnut phases 1-5.

Trustee Michels asked to update the future road program.

Motion By Trustee Speciale, seconded by Trustee Lendi to discuss and approve Authorizing the Execution of a PSA with Engineering Enterprises, Inc. for Professional Design & Construction Engineering Services for the 2027 Road Program.
Ayes: Speciale, Lendi, Michels, Roskopf, Bonnie; Nays: None; Abstain: None; Absent: London.

f. Resolution: Authorized Representative for Maple Street and Joy Court Water Main Replacement.

Administrator Koeppel said that he was previously appointed as an authorized agent and this resolution will also appoint Director Johns as well. Action cannot be taken without the board but there are a lot of documents to review and sign, and he recommends Director Johns is added as an agent as well.

Trustee Speciale feels it should just be Director Johns as an authorized agent.

Motion by Trustee Michels, seconded by Trustee Speciale, to discuss and approve an Authorized Representative for Maple Street and Joy Court Water Main Replacement.
Ayes: Michels, Speciale, Lendi, Roskopf, Bonnie; Nays: None; Abstain: None; Absent: London.

g. Ordinance: Authorizing the Village of Sugar Grove, Kane County, Illinois to Borrow Funds from the Public Water Supply Loan Program.

Administrator Koeppel mentioned that this is another step in the loan process for Maple and Joy. It is a way to minimally incur interest costs; this is not an approval for a loan.

DRAFT

Motion by Trustee Speciale, seconded by Trustee Michels, to discuss and approve Authorizing the Village of Sugar Grove, Kane County, Illinois to Borrow Funds from the Public Water Supply Loan Program.
Ayes: Speciale, Michels, Lendi, Roskopf, Bonnie; Nays: None; Abstain: None; Absent: London.

13. Public Comment

- Loud Lendi commented on social media and mis spread information.
- Jaden Chada commented on concerns towards the board.

14. Discussion Items

15. Reports

a. Staff

Administration – Nothing to add.

Public Works – Nothing to add.

Community Development – Nothing to add.

Finance – Director Johns mentioned that the Village has been awarded $17,700 in grant funds from IRMA. Also receiving an award of $3,500 for the advanced leadership development which paid for the entirety of Deputy Chief Alcaraz's international police chief conference and Trustee Lendi's IML conference. Another $3,000 was awarded for fleet safety and training programs and $1,700 for a health and wellness program. Director Johns went over more grant funds received for the Village.

Police Department – Trustee Michels asked how the transition to the new station is, Chief Rollins said the team is loving it.

b. Trustees

Trustee Lendi – Trustee Lendi wanted to thank everyone involved for releasing information on e-bikes and scooters. She was unable to attend the last library board meeting but knows they have early closing hours for Thanksgiving. The library will also be participating in holiday in the grove on December 4th. Kane County Forest Preserve will be holding workdays as well; she encourages everyone to take advantage of the forest preserve.

Trustee Lendi encourages Present Stillwell to keep her social media posts factual due to many negative comments posted.

Trustee Speciale – Trustee Speciale thanked staff for their hard work on the grants.

He is in shock of the social media posts and comments and mentioned an ethics complaint dismissal. Trustee Speciale then mentioned the Open Meeting Act.

DRAFT

President Stillwell said 9 questions were asked and Trustee Speciale refused to answer all of them.

Trustee Michels – Trustee Michels supports Trustee Speciale talking to residents and a contractor working with Crown.

He wanted to add that there is only one meeting in November.

Trustee Roskopf – Trustee Roskopf does not agree with many of President Stillwell's social media posts and wants them to be more factual.

President Stillwell said two trustees have pressured her to stop posting on Facebook regarding Crown and a well and thinks its inappropriate.

Trustee Roskopf does not like that she takes private conversations onto social media.

President Stillwell said she has the first amendment right to post what she wants and doesn't like the pressure.

Trustee Bonnie – Trustee Bonnie gives his support to Trustee Speciale and has never seen him do anything that he has been accused of. He feels it is disheartening to hear what has been said about him and hopes that the board can see eye to eye or have been communication.

b. President

President Stillwell said that people keep saying she has accused Trustee Speciale of something. She said that Trustee Speciale has not denied meeting with this contractor and mentioned him saying something about another law firm. Trustee Speciale said he never mentioned another law firm and feels it does not make sense and states he has never discussed anything disclosed in closed session. President Stillwell's main concern is that as soon as an approval was made there was a conversation held which led to misrepresentations.

Trustee Lendi mentioned President Stillwell vetoing this law firm approved at the meeting. President Stillwell said she is vetoing this law firm because of the expenses they have caused other Villages and their ethics. Trustee Roskopf said all she is trying to do is hold things up, President Stillwell disagrees and feels the negatives need to be considered.

She wanted to mention the canopy chili cookoff she went too, and canopy wanted to expand to have some pet services as well as additional therapies. Illinois is taking the extra land they would need to do this expansion.

16. Adjournment

Motion by Trustee Speciale, seconded by Trustee Michels, to adjourn the meeting at 8:26 pm.

DRAFT

Ayes: Speciale, Michels, Lendi, Roskopf, Bonnie; Nays: None; Abstain: None; Absent: London.

ATTEST:
/s/ Madeline Dossett
Madeline Dossett
Deputy Village Clerk

DRAFT