

Village President

Jennifer Konen

Village Administrator

Scott Koeppel

Village Clerk

Tracey R. Conti



Village Trustees

Matthew Bonnie

Sean Herron

Heidi Lendi

Sean Michels

Michael Schomas

James F. White

**MINUTES
VILLAGE OF SUGAR GROVE
BOARD MEETING
OCTOBER 15, 2024, 6:00 P.M.**

1. Call to Order

President Konen called the meeting to order at 6:00 p.m.

2. Pledge of Allegiance

Sergeant Ramon Alcaraz led the Pledge of Allegiance.

3. Roll Call

The Village Board meeting was held in person on October 1, 2024, in the Village Board room at the Police Department.

Present: President Jennifer Konen, Trustee Sean Herron, Trustee Matthew Bonnie, Trustee Sean Michels, Trustee Heidi Lendi, Trustee Michael Schomas, and Trustee James F. White

Absent: None

Additional Attendees: Village Administrator Scott Koeppel, Public Works Utilities Foreperson Chris Lemke, Economic Development Director Michael Cassa, Police Chief Pat Rollins, Attorney Laura Julien, Village Clerk Tracey Conti, and Deputy Village Clerk Madeline Dossett.

Swearing in of Ramon Alcaraz as Deputy Chief of Police

4. Public Hearing

- a. Hannaford Farms Annexation Agreement Amendment for Lot 105 (995 Redbud Lane).

5. Appointments and Presentations

- a. **April 30, 2024, Annual Comprehensive Financial Report (ACFR).**

Jennifer Martinson of Lauterbach & Amen, LLP, presented the April 30, 2024, Annual Comprehensive Financial Report (ACFR) and gave a brief overview.

6. Airport Report

Tony Special explained several projects in the works, such as parking lot resurfacing, the fuel farm, and building an additional hanger, that are waiting on paperwork for completion. The solar farm could be going forward soon, but it still needs to be finalized. A new airport sign is being reviewed, and more information will be available soon.

7. Public Comment on Scheduled Action Items - None

8. Consent Agenda

- a. Approval: Minutes of September 10, 2024, Board Meeting.
- b. Approval: Minutes of September 17, 2024, Board Meeting.
- c. Approval: Vouchers
- d. Approval: Monthly Treasurer's Report
- e. **Resolution:** Acceptance of April 30, 2024, Annual Comprehensive Financial Report (ACFR).
- f. **Resolution:** Amending Economic Development Agreement with Three Brothers & Papou, LLC. (Burnt Barrel).
- g. **Resolution:** Amending Economic Incentive Agreement with Three Brothers & Papou, LLC. (Burnt Barrel).
- h. **Resolution:** Authorizing Purchase of Hydraulic Wheel Loader Forks.
- i. **Resolution:** Approving a Social Media Policy.

Motion by Trustee Schomas, second by Trustee Bonnie, to Approve the Consent Agenda.

Ayes: Schomas, Bonnie, Michels, White, Lendi, Herron; Nays: None; Abstain: None; Absent: None. MOTION CARRIED

9. General Business

- a. **Ordinance: Hannaford Farms Annexation Agreement Amendment for Lot 105 (995 Redbud Lane).**

President Konen noted that this is a housekeeping item that requires approval of the Board.

Motion by Trustee White, second by Trustee Herron, to Approve the Consent Agenda.

Ayes: White, Herron, Michels, Lendi, Bonnie, Schomas; Nays: None; Abstain: None; Absent: None. MOTION CARRIED

- b. **Resolution: Formal Objection to Extraterritorial Rezoning & Special Use – CVM Property Management, LLC, Camp Dean Road.**

Trustee White motioned to table this item because the applicant's attorney indicated they would like to work with the Village. There have been discussions about the uses there and the weight on the road.

Motion by Trustee White, second by Trustee Herron, to table the Resolution of Formal Objection to Extraterritorial Rezoning & Special Use – CVM Property Management, LLC, Camp Dean Road.

Ayes: White, Herron, Michels, Lendi, Bonnie, Schomas; Nays: None; Abstain: None. Absent: None. MOTION CARRIED

- c. **Ordinance: Ratification Amending the Police Department, Title 5, Police Regulations, Chapter 1, Section 5-1-5 Creating A Deputy Chief of Police Position.**

Police Chief Pat Rollins explained that adding the position of deputy chief of police to the Village code is a housekeeping item that needs to be approved by the Village Board.

Motion by Trustee Herron, second by Trustee Bonnie, to Approve an Ordinance to Ratify Police Department, Title 5, Police Regulations, Chapter 1, Section 5-1-5 Creating A Deputy Chief of Police Position.

Ayes: White, Bonnie, Michels, Schomas, Lendi, Herron, President Konen; Nays: None; Abstain: None; Absent: None. MOTION CARRIED

10. Public Comment

1. David Sexauer, President of Settler's Ridge Homeowners Association, commented on Settler's Ridge Areas 5 & 6 Final Plat of Subdivision and PDD Amendment.
2. Brian Kiersch, Member of the Settler's Ridge Homeowners Association, commented on Settler's Ridge Areas 5 & 6 Final Plat of Subdivision and PDD Amendment.

11. Discussion Items

a. Settlers Ridge Areas 5 & 6 Final Plat of Subdivision and PDD amendment.

Village Administrator Scott Koeppel stated that the applicant is requesting final approval of the final plat of subdivision and PDD amendment. Areas 5 & 6 are residential only, with slightly different development. The Final Plat of Subdivision proposes 48 single-family lots in Area 5 and 46 single-family lots in Area 6. This is an increase in density from the original Master Plan of Settler's Ridge.

It was noted that The Planning Commission discussed the proposed Final Plat of Subdivision on October 8, 2024, at a Special Plan Commission meeting and had no concerns. The Planning Commission recommended that the Village Board approve the proposed final plat of subdivision for Areas 5 & 6 in Settler's Ridge with the following conditions:

- Developer is required to obtain architectural approval from the Village Board prior to the issuance of any building permits for the new lots.
- Subject to approval of the PDD amendment for Areas 5 & 6.
- Subject to engineering approval from the Village Engineer.

Mark Fields from Ryan Homes gave a brief presentation about Areas 5 & 6 in Settler's Ridge Subdivision. The presentation was followed by a Village Board Discussion, including the Homeowners Association representative comments and concerns. The Board consensus was to increase the side-yard setback to 7 ½ ft. and eliminate some lots to accommodate products with three-car garages.

b. Well #9 Roof Replacement.

Village Administrator Scott Koeppel stated that the recent tornadoes damaged Well #9's roof and that it needs repair. A claim was not filed with the insurance company because it would increase the premium more than we would pay for the repair. Three quotes were presented to the Board; staff recommended the least expensive, at \$13,200.00. President Konen asked staff to bring the item back to the November 5, 2024, Village Board Meeting as a Consent Item on the agenda.

c. Mailbox Replacement Reimbursement Policy & Procedures.

Village Administrator Scott Koeppel noted that after some recent mailbox replacements, it was brought to the staff's attention that the reimbursement amount was too low at \$50. Given current costs and the fact that the Mailbox Replacement Reimbursement Policy has not been updated since 1999, staff recommend increasing the reimbursement amount to \$100, which aligns with those of other surrounding communities.

d. 2025 Village Meeting Schedule.

The Board discussed the 2025 Village Meeting Schedule and agreed to remove April 1, 2025, election day, and August 5, 2025, a travel week for many local families, as meeting days for the Village Board. It was understood that if a meeting needed to be added, that could be done.

e. Priority Capital Projects List.

Village Administrator Scott Koeppel stated that the most significant change to the Priority Capital Projects List is the cost update from IDOT on the relocation of the water pipes. President Koenen told the Board to be prepared that the Police Department cost could increase to \$4M, which is more realistic. The sidewalk improvements for Lakes of Bliss Road, Maple Street water main improvements, and the storm sewer system were brought up. Staff is looking into different options for these projects. President Koenen asked that it be brought back as a discussion item.

f. Resolution Approving an Intergovernmental Agreement with The Illinois Emergency Management Mutual Aid System.

Police Chief Pat Rollins explained that the Village of Sugar Grove will sign a state-wide IGA for Emergency Management Mutual Aid. All municipalities have been asked to sign this to allow assistance and resources from other agencies should the need arise. If an emergency is declared in the Village, the Village president will sign a declaration that will be taken to the County. The county will decide to initiate mutual aid if necessary.

g. Resolution Authorizing an Intergovernmental Agreement with Kane County for Animal Control Services.

Police Chief Pat Rollins informed the Board that the IGA with Kane County for Animal Control Services expires on December 1, 2024. Metro West Council of Government negotiates the agreement with the County, and the new agreement is a two-year agreement with a one-year extension at a new rate. The service benefits the Village because there is no in-house animal control. Several municipalities in the area participate.

12. Reports

a. Staff

Administration: Matt Anastasia and Danni Marion are attending the BS&A Conference. Scott introduced the new Deputy Village Clerk, Madeline Dossett.

Police Department: The Department is still working on the hit-and-run that occurred.

Public Works: *Brad Merkle was not present at the meeting.* President Koenen noted that Brad had met with HR Green on October 8, 2024, to discuss the Illinois Utility Relocation Project.

Economic Development: Terrazon signed a lease to open its new headquarters at 769 Heartland Drive. It plans to move into its new space in November. Terrazon will also be the focus of a cover story for a national publication in its industry, where it will announce its new office space.

The Village of Sugar Grove was featured in the 2024 Intersect Illinois Guide.

A+ Driving met with a resident interested in opening a driving school franchise in Sugar Grove.

b. Trustees

Trustee Lendi: Attended the Library Board Meeting

c. President - None

13. 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)

14. Adjournment

Motion by Trustee White, second by Trustee Schomas, to adjourn the meeting at 8:32 pm.

Ayes: White, Schomas, Michels Lendi, Herron, Bonnie; Nays: None; Absent: None

ATTEST:

/s/ Tracey R. Conti

Tracey R. Conti

Village Clerk