

VILLAGE PRESIDENT

Sue Stillwell

VILLAGE ADMINISTRATOR

Scott Koepfel

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
OCTOBER 21, 2025, 6:00 P.M.**

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 October 21, 2025, 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 Koepfel, Village Attorney Brian Miller, Public Works Director Brad Merkel, Community Development Director Danielle Marion, Village Clerk Tracey Conti.

4. Public Hearing

5. Proclamations

6. Presentations

7. Appointments

8. Airport Report – Trustee Speciale said the airport has been affected by the federal government shut down, currently there are not many projects going on. A small hangar is being built, paving contracts have been held off for separate reasons, the airport is in a slow season.

Trustee Michels asked if the hangar is a part of J.A. Air, Trustee Speciale said no, it is someone else's.

9. Public Comment on Scheduled Action Items

- Jason D. commented on the Minor Amendment to Lot 9 in the Sugar Grove Center.

10. Consent Agenda

- Approval:** October 7, 2025, Village Board Meeting Minutes.
- Approval:** Vouchers
- Approval:** September 2025 Treasurer Report.
- Resolution:** Allowing 4ft Fences in Corner Side Yards in Settlers Ridge.

Motion by Trustee Roskopf, seconded by Trustee Michels, to approve the Consent Agenda as presented.

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

11. General Business

a. Ordinance: Minor Amendment of the Sugar Grove Center Lot 9 Planned Unit Development – Revised Landscape Plan (112 E Galena Boulevard).

Community Development Director Marion explains that she has received an application requesting a minor PUD amendment for the Jiffy Lube Property. They are requesting to approve their revised landscape plan that includes removing three trees and locating them to another area on the lot to give the building more visibility from Galena. The plan commission discussed this item and expressed no concerns. She said the plan commission recommended the board approve this item under the condition that if the petition fails landscape must be installed as shown on the original plan. They also want more pollinators to be included if possible.

Trustee Michels asked for a copy of the original plan, Director Marion compared the original plans to the requested revisions. She explained that they are removing four trees, one being dead, then they will be replaced around the property.

President Stillwell asked what trees would be used, Director Marion said she believes they are autumn blaze maple trees.

Civil engineer Jason explained the reasoning behind moving the trees, they want to create more visibility due to the front of the property already having an abundance of trees.

Trustee Lendi asked if the amendment includes recommendations from the plan commission. Director Marion says they want more pollinators added when possible and with the help from Village staff.

Motion by Trustee Speciale, seconded by Trustee Bonnie, to discuss and approve a Minor Amendment of the Sugar Grove Center Lot 9 Planned Unit Development – Revised Landscape Plan (112 E Galena Boulevard).

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

b. Resolution: Objection to Extraterritorial Special Use – 4673 Orchard Solar & 4674 Bluestem Solar.

Director Marion explains that at the previous board meeting this item was discussed and the board was in support of sending an objection letter objecting to both solar projects. The plan commission had also discussed the proposed solar projects; they were also not in support of either project. They would be more supportive if residents were receiving \$50 a month in benefits. Another concern was the project only being for 10 years, they feel the solar projects would be creating a tax revenue similar to a TIF district. She mentioned that the board wanted to bring this item back to approve a resolution for objection and the board was split.

President Stillwell said that Clean Field Power had requested a meeting, and she invited them to speak to the board. Although they were unable to make it but provided a letter in addition to the Villages objection. Director Marion reminded the board that it was discussed at the last meeting, if a resolution is filled with the county, it would trigger the super majority vote. She said she had received clarification after the last meeting from the county that this resolution would not trigger super majority vote.

Trustee Michels said he has read the letters provided, he stands by his opinion for the north property, he does not think it is the best use for residential land. He feels a solar field would be more industrial than residential. He wants to amend the letter Director Marion drafted to mention if the project is approved, that a 140 ft. right of way is protected to the south so Gordon Rd. can eventually expand. Director Marion said this letter has already been sent because it was due October 16th, she said she can send another letter amending the first. President Stillwell asked if Kane County was open to any additional comments past the deadline. Director Marion spoke to the county letting them know the board would be discussing resolutions and they are aware of more comments. President Stillwell asked if the resolution would be more informational at the Kane County zoning hearings. Village Attorney Miller said yes, they will consider the resolution as part of the application packet. He said tonight Director Marion wants to amend the resolution instead of the letter, she agreed and said this can be added to the resolution as a condition.

Trustee Speciale said he thinks the board got an email from Director Marion about a plan commissioner resident concern that feels there is an impact on tax dollars because this project has a long contract.

Trustee Lendi said she did research on the points brought up at the previous meeting about there not being any nearby fire hydrants. She feels this is a big concern because solar fields are at risk for fires. She said there can be no surrounding grass around the panels and no pollinators, anything that could catch fire. Trustee Lendi said any landscape around solar fields needs to be maintained and there is no ability to enforce maintenance. Her main concern is if there happens to be a fire there is no control. President Stillwell asked if the fire risk was addressed in the letters. Director Marion said she reached out to Chief Moran from the fire department, and he talked to either Kane County or the solar company and they will be following the fire department's

guidelines, so he doesn't have concern. Trustee Lendi said she still has concerns with the maintenance aspect.

After discussion, Director Marion clarified that for each property there is a resolution to vote on.

Trustee Michels amended his motion for the Prairie St. location to include setting aside a 140 ft. right of way.

Motion by Trustee Michels, seconded by Trustee Roskopf, to discuss, and approve an Objection to a Special Use Request in Kane County (CFP IL Bluestem Solar, LLC – 40W489 Prairie Street, Aurora, IL 60554).

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

Motion by Trustee Roskopf, seconded by Trustee Lendi, to discuss, and approve an Objection to a Special Use Request in Kane County (4674 Bluestem Solar).

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

President Stillwell asked if there were any amendments made for the Orchard proposal, Director Marion said she doesn't believe Gordon rd. will interfere with this project. Trustee Michels asked what happens if there is no nearby substation, Village Administrator Koepfel said they would typically place them where lines can be connected.

Trustee Michels makes a motion that this site is opposed based on the conditions that the proposed development shows. He does not agree with the fencing and landscaping. President Stillwell said these are already listed in the objection letter, Director Marion asked if he wanted them added in the resolution as well, he said yes.

Motion by Trustee Lendi, seconded by Trustee Roskopf, to discuss, and approve an Objection to a Special Use Request in Kane County (CFP IL Orchard Solar, LLC – 41W330 Jericho Road, Aurora, IL 60554).

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

12. Public Comment

13. Discussion Items

a. Tree Regulations.

Director Marion reminds the board that previously different comprehensive plan action items were discussed, one of the items the board had asked to come back was modify development standards to reflect goals for preserving and increasing tree density. The board asked for all existing tree regulations within Village code. The first regulation is the tree preservation regulation requiring developers to replace existing trees that are cut down for development. Developers must also plant street trees; street trees are required in all zoning districts throughout the Village. Director Marion said the Village Engineering Manual also highlights all the tree regulations outlining regulations for parkway trees, spacing, and types of trees. The

second to regulation is listed under Title 7 Chapter 4 in Village code that is cited as the Shade Tree Ordinance. This section addresses all things trees such as planting, trimming, and removal. She says the final regulation is the landscape requirements, requiring a certain number of trees be added into a landscape plan depending on the location. She explains that staff have looked at these regulations and is suggesting modifying the tree preservation requirements. Requirements would include not less than (1) 3-inch caliper tree shall be required for each 4 inches of tree proposed to be removed at breast height. She explains instead of 6 inches it is going down to 4 inches which increases the number of trees that would need to be planted. Staff are also suggesting adding if the site does not allow for the replacement trees to be planted or the developer wishes with approval from the Village Administrator, the developer can pay a fee in lieu for each tree to be planted. Director Marion said this money would go into a tree fund that the Village can use to plant trees where needed.

President Stillwell says she asked a few individuals for input on the current trees allowed and not allowed in the Village. Plan Commissioner Keriann sent a list of trees she recommends adding to the Villages permitted trees. Others had agreed on the list to be added; she mentioned some invasive trees not to be added. Trustee Michels asked if the Ornamental Pear tree should be kept on permitted in the Village because they are a weak tree in the parkway. President Stillwell said she believes that is the tree Keriann was saying is invasive, they are a top three invasive tree in Kane County.

Director Merkel said the biggest difference is talking about two different areas for trees, the Village needs to be careful of what is added in the parkway due to nuts and fruit falling. He feels there could be focus on updating the open areas in development, giving developers a list of recommended species for private areas. President Stillwell asked if he would be okay removing the pear tree from the permitted list, he was fine with it.

Director Merkel says an email will be going out to surrounding communities asking for their permitted tree list to have more information for the next meeting.

Trustee Michels said some communities have parkway trees required every 40 ft., he doesn't know if going from 6 in. to 4 in. in the new requirements makes a big difference. Director Merkel said sometimes in more dense subdivisions it is harder to place trees. Trustee Michels things there should be some discretion built into the plan for site lines. Director Marion believes there is already wording for this. She explains that the 4 in. regulation would only apply to developers, and it wouldn't affect Public Works. Director Merkel thinks this is a good idea and clarifies it is for tree removal.

b. Special Use Permit (Verizon Tower Bliss Road).

Director Marion said the Village has received an application for s special use permit for a commercial antenna located at 565 Bliss Road. This property has an existing commercial antenna from an annexation agreement. This agreement has expired, when the Village received an application for new equipment to be installed it was decided that the applicant needs to obtain a special use permit. There are two existing antennas on site, the applicant wants to modify the

north tower by installing 9 antennas, 6 remote radio units, 3 overvoltage protection systems, and 3 hybrids. On October 15th the Plan Commission held the required public hearing, the only comment was to have the existing fence replaced. They recommend the Village Board approve the Special Use Permit with the following conditions. Additional modifications may be made to the existing tower in the future if the height of the towers remain the same. Then the existing fence must be replaced with a black metal open face security fence no more than 8 ft.

Trustee Michels agrees with the plan commission's recommendations specifically the new fence. He wants to know if there is a way to put screening behind it since the weeds are visible, Trustee Speciale agrees. Director Marion said there was discussion about adding screening, but they left it open for security reasons. Trustee Speciale adds there should be more landscape maintenance. President Stillwell said a plan commissioner had mentioned antennas can come in different colors to blend in, she asked if this was a possibility. Director Marion said it was discussed but those types of antennas have many negative environmental impacts.

c. Settlers Ridge Illustrative Plan Lot Use Designation.

Director Marion said recently the board approved a resubdivision of 4 townhome lots in Settlers Ridge. It was approved to subdivide them into 10 single-family detached lots. The illustrative plan in the PDD shows what each lot is supposed to be designated as either townhome, single family home, or duplex. When the townhome lots were resubdivided, the illustrative plan was never updated to reflect that single family homes were built. Since then, an application from Ryan Homes has been received for a single-family home, when checking the illustrative plan that lot was dedicated to being a duplex lot. She explained this is a housekeeping matter and many lots need to be redesignated in the illustrative plan; this can be done through a resolution minor PDD amendment.

d. Economic Development Department.

Trustee Bonnie asked that this item gets moved to closed session.

e. 2026 Village Meeting Schedule.

Village Administrator Koeppel explained that every year a Village Schedule needs to be put out/posted. The schedule will address meetings for the Village Board, Police Pension Board, Plan Commission, etc. The schedule will keep board meetings at every first and third Tuesday of the month. He explains that holidays are also approved annually for employee knowledge.

Trustee Michels asked if Juneteenth was an official holiday and by whom, Trustee Roskopf said by the federal government two years ago. He then asked if Columbus Day was also considered a federal holiday, Trustee Roskopf said yes. He asked if a municipality could opt to stay open even if it is a federal holiday, Administrator Koeppel said there is no requirement to be closed on federal holidays.

President Stillwell mentioned that in the state of Illinois there is a newer holiday called Indigenous Peoples Day. Aurora had posted for Indigenous Peoples Day on Columbus Day, which

was not correct, it is held on the last Monday in September. She asks that next year it is recognized by the Village since Sugar Grove has an indigenous history.

Trustee Michels would like to eliminate Juneteenth as a holiday that the Village is closed. Trustee Lendi said she would like to keep it to stay with the federal holidays. Administrator Koepfel said that is what the Village has done in the past and he recommends if a day is cut to not cut this one. Trustee Roskopf said Veterans Day is a federal holiday, and the Village is not closed. President Stillwell is not in support of being open on Juneteenth.

Trustee Michels says in the past the Village has eliminated the first meeting in August and in this case, it would be August 4th, the rationale would be for families with kids in athletics. Administrator Koepfel said that for the past couple of years this meeting has been canceled due to family vacations before the school year. He said a meeting can also be canceled outside of the meeting schedule as well. Trustee Michels is in favor of keeping the meeting on the schedule. Administrator Koepfel said that a meeting can't be held on election day so that one will need to be rescheduled. Sue Stillwell asked if there should only be one meeting in November then, Trustee Speciale said it could get moved to the Wednesday after. Trustee Lendi doesn't think moving it to Wednesday would work due to everyone's different schedules, it would be easier to do the week after. Trustee Michels questioned if November 3rd would get moved to November 10th, President Stillwell said there could be one meeting on November 10th.

Trustee Lendi asked Director Marion if there would be issues by only having one meeting in November. She said if it is decided now there will be time to let others know.

f. IL 47 Widening Project Landscaping Plan.

Director Merkel explained that the Village has been coordinating efforts with IDOT, and it has been a lengthy process. On October 2nd the landscape plan was received, he says there is a lot of maintenance within the plan that the Village would have to maintain. He says he reached out to V3 to get an estimate for an annual maintenance cost; negotiations can be done with IDOT as well as deciding what the Village maintains.

Trustee Speciale says there is no money in the budget for all this landscaping. He said a grass median is expensive to maintain but if there had to be one maybe it could be cut off at Mallard Point. He overall thinks this plan needs a lot of consideration because of the costs and the difficulties.

President Stillwell says the Village had tried putting concrete in the medians and the residents were very unhappy. She said there are salt resistant trees that could be used, other surrounding communities have landscaping in their medians, and she feels it makes the community look nice. The plan commission is asked to add trees in certain areas as well. President Stillwell feels this is a great opportunity and if it is planned out it can make the community look a lot better. Trustee Speciale asked what areas she would like to do this too, either to the Rolling Oaks subdivision or to Jericho. She said it doesn't need to be maintained to where it is super expensive, she

mentioned that in long strips IDOT will have a wildflower mix that can be planted and is low maintenance.

Director Merkel said IDOT wants the Villages input, although he wants to put emphasis on how dangerous it is to mow medians with grass. President Stillwell feels that turf grass is the most maintenance for these medians.

Director Merkel said he will give everyone some time to review the plans for feedback, President Stillwell also wants to include plan commissioner Keriann with feedback as well. She said it looks like there are roads close by that have IDOTs wildflower mix and if it was used, she wants to know if IDOT would maintain these areas. Director Merkel said that in the IGA it was listed that the Village would uphold maintenance.

Trustee Roskopf said he agrees with President Stillwell that concrete is a bad idea, he is fine with whatever is the least maintenance.

President Stillwell asked Director Merkel to ask V3 if the wildflower mix was used in the medians could it be left alone for an entire season. Trustee Speciale said he wants the medians to look nice but it's going to cost money for upkeep due to a harsh environment.

Trustee Lendi asked if there was a hard product that isn't concrete that could be used. Director Merkel said stamped or decorative concrete could be used. She does not like the concrete, but she is also concerned about the cost. President Stillwell said she does want to save money, but this is the main strip in the Village, and she wants to make it look nice.

Director Merkel said he also discussed that another change he mentioned to V3 was the detention basin in the Village south of Prairie Street surrounded by native seeds. Due to the depth of water, a plug would need to be used instead of seeds. President Stillwell wanted to clarify that IDOT is covering the initial planting, Director Merkel said yes. She feels the Village should take advantage of this. Trustee Michels asked if this was IDOTs solution to the stormwater runoff, Director Merkel said yes, they are expanding storage there and right now it just goes into a concrete basin. Trustee Michels asked if this is what was causing flooding at Mallard Point, Trustee Speciale said this was a part of it because before the underpass it was all a mound, illegally years ago it was hooked up to farm tile because it was not apart of the drainage district yet. Trustee Speciale said the basin was not sized for existing water. President Stillwell mentioned flood and asked if there was insurance with IDOT, Director Merkel said no. Trustee Lendi asked if this is something that the Villages legal could help with, Village Attorney Miller said it can be investigated.

14. Reports

a. Staff

Administration – Administrator Koepfel gave an update on the Finance Director recruitment and said some interviews have been held. He has been working with Chief Rollins, architects,

and builders for the police department renovation, everything is moving along well. One issue brought up is a sanitary sewer replacement.

Community Development – Nothing to add.

Public Works – Director Merkel said that Wheeler Road has been paved, next year Dugan Road and the other section of Wheeler Road will be done as well. President Stillwell said she emailed IDOT about Park and 47 and still has not heard anything, Director Merkel said he has been sending emails but has not received anything either.

b. Trustees

Trustee Lendi – Nothing to add.

Trustee Speciale – Nothing to add.

Trustee Michels – Trustee Michels asked if there was a way to make a pan handler ordinance, Trustee Bonnie said it is against the law. He said the only repercussion that can be done is a citation for walking in the roadway.

Trustee Michels had talked to a previous Trustee who said the Villages bike plan was not approved from years ago, he would like to have it updated and formally approved.

He is also concerned about the high-water table area for Grove 1; he wants to know what can be done to ensure that sump pumps don't run all the time. He wants to address concerns now and feels that this is a very high-water table. President Stillwell requested future soil reports to be sent to her.

Trustee Roskopf – Nothing to add.

Trustee Bonnie – Trustee Bonnie wanted to know if there was something sent referencing to a high-water table. President Stillwell said she will forward a report and emails to him since he was unaware of this issue.

c. President

President Stillwell stated that the beautification and gardening committee wanted to help the Between Friends food pantry. She will be getting a list of items and sending it to the board for support and contributions for the holidays.

Bulbs have been ordered and will be planted in front of the 47 and Main sign with the help of Director Merkel, flowers will bloom in spring.

She says she is looking for a carpenter for a large community chair that represents the Village that can be used for the community. On the next 4th of July, the community would be able to help paint the chair.

15. 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 Michels, seconded by Trustee Roskopf, to enter into executive session to discuss Personnel – 5 ILCS 120/2(c)(1) and Property/Land Acquisition – 5 ILCS 120/2(c)(6) then adjourn the meeting after with no further business to discuss.

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

16. Adjournment

Motion by Trustee Michels, seconded by Trustee Roskopf, to adjourn the meeting at 7:34 pm.

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

ATTEST:

/s/ Madeline Dossett

Madeline Dossett

Deputy Village Clerk