

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
NOVEMBER 04, 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 November 04, 2025, the Village Board meeting was held in person at the Sugar Grove Library.

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

Absent: Trustee Michael Roskopf.

Additional Attendees: Village Administrator Scott Koepfel, Village Attorney Brian Miller, Police Chief Patrick Rollins, Community Development Director Danielle Marion, Building Inspector Chris Hecklinger, Village Clerk Tracey Conti.

4. Public Hearing

5. Proclamations

6. Presentations

7. Appointments

8. Airport Report – Trustee Speciale said it appears that REVV is going to close as of right now due to unfulfilled obligations on their contract with Aurora.

9. Public Comment on Scheduled Action Items

10. Consent Agenda

- a. **Approval:** October 21, 2025, Village Board Meeting Minutes.

- b. **Approval:** Vouchers.
- c. **Approval:** 2026 Village Meeting Schedule.
- d. **Ordinance:** Settlers Ridge Illustrative Plan Lot Designation Amendment.
- e. **Ordinance:** Cell Tower Special Use Verizon.

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

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

11. General Business

a. **Resolution: TIF 1 Surplus.**

Village Administrator Koeppel explains that on October 1, 2024, the Village Board decided to approve an Ordinance terminating TIF 1 effective December 31, 2024. He says the TIF 1 amount was collected and what is happening is surplus everything collected in 2024 and would be payable in 2025. It is going to be sent back to the county; this was the plan created when the TIF district was closed last year. He states the amount is \$624,474.90.

Trustee Michels asked if anyone wanted to take any portion of this and use it towards the police department renovation. Administrator Koeppel says he doesn't believe this would be eligible under the TIF Act, he mentioned TIF 1 is closed.

Motion by Trustee Michels, seconded by Trustee Lendi, to discuss and approve TIF 1 Surplus.

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

b. **Resolution: Approving Groovin' in the Grove 2026 IGA and Village Contribution.**

Administrator Koeppel explained this is a MOU for Groovin' in the Grove which started last year. He says that everything that has been previously provided is in the MOU but now since it is a chamber event it has been decided to codify responsibilities. The Village will provide \$2,000 in financial support, a committee member, traffic control, and help with the set up from Public Works.

Motion by Trustee Michels, seconded by Trustee Speciale, to discuss and approve Groovin' in the Grove 2026 IGA and Village Contribution.

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

c. **Resolution: Architectural Approval for Settlers Ridge.**

Director Marion explained that this resolution is architectural approval for 1066 Ottawa Circle located in Settlers Ridge. This is an individual building that is not going through Ryan Homes, all architecture must be approved by the board. She states this has gone to the HOA and been approved as well.

Trustee Michels asked what is going to be used for the vertical beams supporting the balcony, the builders replied with Hardie or LP.

Trustee Lendi asked if the approval would be with the same conditions that the HOA has, Director Marion said yes. She also said it's up the board; the Village doesn't enforce HOA so there does not need to be incorporation of conditions. The Village looks at what is in the PDD and if it matches the PDD requirements.

Motion by Trustee Lendi, seconded by Trustee London, to discuss and approve Architectural Approval for Settlers Ridge.

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

d. Resolution: Fence Repairs for PW.

Administrator Koeppel states there is \$2,500 in the budget for fence repairs at Public Works. Two bids were received, the other bid received was \$2,700 which was slightly over what was budgeted.

Trustee Lendi asked if the current fence has masking, Administrator Koeppel replied yes.

Trustee Michels asked if slats were being added, everyone replied yes. Administrator Koeppel said Director Merkel did research and this material is supposed to hold up better.

Motion by Trustee Speciale, seconded by Trustee Bonnie, to discuss and approve Fence Repairs for PW.

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

e. Resolution: Grant Authorization with ILEAS for Axon Tasers.

Police Chief Rollins states that in May 2024 the state of Illinois received federal funding to help support these devices. The Illinois criminal justice authority received the money and ILEAS was the government body that delivered the grant to agencies. He said over 400 agencies in 2024 used the grant for Axon tasers; Sugar Grove did not make this cut. Last week Chief Rollins received word that a second round went through, and the Village has been awarded funds from this grant to cover six Axon Taser 7s.

Trustee Bonnie says thank you to Chief Rollins for working hard and always looking out for grants to help the police team.

Trustee Michels asked if these were the most up to date tasers, Chief Rollins said they are not, Taser 10 is the newest available. He says the Taser 7 has been a stable taser throughout law enforcement. Taser 10 is a two-shot deployment while Taser 7 is a single pull with two prongs.

Motion by Trustee Bonnie, seconded by Trustee Speciale, to discuss and approve Grant Authorization with ILEAS for Axon Tasers.

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

12. Public Comment

13. Discussion Items

a. Building Code Update – Title 9.

Director Marion said the Village is currently working off the 2015 international building code. The state recently passed legislation that requires the Village to be on a code no more than 9 years old. Staff have reviewed the 2021 code and have the opinion that the differences are not significant and should not cause problems. Communities around Sugar Grove have already been using the 2021 code requirements.

Director Marion has listed the codes and versions the Village is looking to adopt and amend; she mentioned language will be added as well, specifically for the fire district. Some of the significant changes made in the 2021 code are increased energy efficiency standards, new fire safety rules, and the new construction types.

Director Marion listed all the amendments for each code section.

President Stillwell mentioned the section with the electric signs and outdoor lighting. She wants to know if that meets the night sky ordinance and that nothing is getting approved that wouldn't normally be permitted. Director Marion said it will be overruled by the zoning code if it does not meet the requirements. President Stillwell then asked if they would be used for future subdivisions and not Lennar, Director Marion said they would also be for Lennar. Building Inspector Hecklinger said the code changes are already apart of Lennar's plan review requirements.

Trustee London asks if these changes will be in effect for the next nine years. Director Marion replied yes unless the Village does a code update sooner; the Village can update when they feel it is necessary.

Trustee Lendi says the code needs to be updated in 9 years, but she would like to see it reviewed sooner than that. Trustee London agrees due to upcoming technology and new cycles of code. Trustee Lendi said most municipalities she works with are on the 2018 or 2021 code. Inspector Hecklinger said that the fire department is on 2021 and other surrounding communities are on 2021 as well. Trustee London wants to review this more frequently than every 9 years.

President Stillwell wanted to clarify if the 2021 is the most recent or if there are more recent 2024 codes that have not be included in this item. Director Marion said there is a 2024 code, the process was started with the 2021 code and after discussion with staff it was decided to stick with it. Trustee Michels said most towns are on the 2021 code. President Stillwell asked when the Village would be looking at 2024, Director Marion said the Village would most likely skip 2024 and go to the next code. Administrator Koepfel said there shouldn't be constant changes either for the builders and inspectors, it is a lot of staff time to make these changes and a lot to keep up with. Trustee Lendi said she finds the energy code changes a lot, Inspector Hecklinger said this code does change quite frequently due to solar panels, EV chargers, etc. Trustee Michels commented that one code could be updated instead of redoing everything, Inspector Hecklinger agreed.

Administrator Koeppel wanted to clarify that if the state does pass a law with a requirement like that and it doesn't match the Villages Code, the state would overrule the Village, Attorney Miller said yes.

b. Settlers Ridge Areas 5 & 6 additional model architecture approval.

Director Marion stated that the Village has been approached by Ryan Homes asking to add an additional model in Settlers Ridge areas 5 & 6. Previously the board did approve several models for areas 5&6. Ryan Homes would like to propose an additional ranch style home that would be 1,947 square feet. She states that all architecture needs to be approved by the Village Board.

Trustee Bonnie asked if there is a minimum square footage, Director Marion said around 1,200 square feet.

Trustee Michels asked if this architecture follows the rest of the architecture in this area. Director Marion said yes, it is very similar to everything else that has been previously approved.

Land Titlement Manager Kyle Quinn from Ryan Homes, he stated that everything will be within HOA requirements. The new home being introduced is the Cumberland and it is a new product type to the Chicago area. He would like to have it included with the other homes approved.

c. 2025 Proposed Property Tax Levy Announcement.

Administrator Koeppel announced that this is done yearly and what the levy could be. He said the way it works is if it is announced at a lower number, a higher number can't be picked, there is a higher number this year. He says it has been announced and 28 days after the announcement the board the board can adopt it, he is hoping to pass the levy on December 2, 2025. He states that for the past two years it has just been the new construction number, this year it also includes TIF 1 from the new construction and termination.

The Village is looking at a police pension increase, the police pension levy, health insurance renewal, etc. He would like to keep funding the capital fund for less budget adjustments to avoid cutting the capital investment. He explains the reason for a capital investment is for the future Village Hall. He mentioned that sales tax had a large increase as well in the past few years, that has now started to level off.

President Stillwell is not in support of the Village Hall; she does not agree that the building was sold and now the Village has to put money aside for a new building. She then asked what the special assessment for the Mallard Point/Rolling Oaks Area project was. Administrator Koeppel said there are a couple of special assessments being done, one being the Sugar Grove Center for the SSA cleanup, then the Mallard Point/Rolling Oaks project. Trustee Speciale said the SSA is for the jewel center for maintenance of the detention pond.

President Stillwell wanted to point out for the future whether basement will be allowed or not for future subdivisions.

She said Rolling Oaks doesn't have a special assessment area, so she wanted to know why it was called Mallard Point/Rolling Oaks special assessment area. Trustee Speciale said he thought they were a part of it, President Stillwell said she doesn't believe there is one. Trustee Speciale said it is a SA (service area) that is on the tax bill. Trustee Michels said it's because they all contributed to the drainage that would flow down to Mallard Lane. She asked how much remaining in bonds there is to pay off, Administrator Koeppel said the payment for this year is \$75,218.92. She wants to bring this item back on November 18th when there is more information.

Trustee Bonnie wants to know if the Village Hall building has been sold, President Stillwell confirms the administration building has been sold.

Trustee Michels is opposed to raising taxes by 2.9% CPI, Trustee Bonnie agrees. He said there has been surplus for the past few years and thinks it's irresponsible to take more money. He prefers to focus on capturing the new construction cost of the 2.21% that has been done in the past, he would like to revisit this next year during budget time, he is against raising taxes for the residents. He also agrees with President Stillwell's view on the Village Hall; he feels that in the future money can be moved around. President Stillwell would also like to avoid a tax increase on the residents due to current struggles and residents asking for a tax decrease. She thinks there's an option to discuss on November 18th to abating taxes to avoid levying money that isn't needed. Administrator Koeppel said he is still looking into details since the Village hasn't done this. He said there have been discussions saying the CPI can be captured and abate some of the taxes, so the money is not collected.

Trustee Bonnie asked if there were any overfunded accounts to help cover a few costs for next year to avoid raising taxes. Administrator Koeppel said the capital fund could be funded a little less. When the final decision was made for the police station, some of the capital funds for future police vehicle purchases the thought process was to pay the Village back a little bit. He said there is plenty of money in the capital fund so it wouldn't have to be funded as aggressively. He has seen in the past that once the capital fund has been cut it is very hard for the number to go back up unless there is something that causes a spike in revenue. Administrator Koeppel stated he will do more research and then bring it back to the board at the next meeting.

Trustee Speciale mentioned for Mallard Point/Rolling Oaks it is called Sugar Grove SBA 17. President Stillwell asked if at one point Mallard Point had an SSA, Trustee Speciale said correct it was approved then removed so there is no longer a SSA in Mallard Point.

14. Reports

a. Staff

Administration – Administrator Koeppel said his focus has been on recruiting a new Finance Director along with filling in and learning.

Community Development – Nothing to add.

Police Department – Chief Rollins said that his team participated in the Trunk or Treat event on October 25th, he also gave an update on the police station renovations.

b. Trustees

Trustee Lendi – Nothing to add.

Trustee London – Nothing to add.

Trustee Speciale – Nothing to add.

Trustee Michels – Trustee Michels attended the Giant Steps program for autism with President Stillwell. He is pleased to see the pedestrian path going in at Route 30.

Trustee Bonnie – Nothing to add.

c. President

President Stillwell attended the 5k for Giant Steps and they are looking to ass a new building to Sugar Grove for mental health, training, and autism resources. The beautification and gardening committee planted bulbs in front of the Sugar Grove sign on 47 and Main. She lets everyone know that there is a food drive going on until the end of November. There is a box for donations at the Sugar Grove administration office, donations will be moved at the end of the drive to the food pantry.

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 London, to enter into executive session to discuss Personnel – 5 ILCS 120/2(c)(1) then adjourn the meeting after with no further business to discuss.

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

16. Adjournment

Motion by Trustee Michels, seconded by Trustee London, to adjourn the meeting at 6:54 pm.

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

ATTEST:

/s/ Madeline Dossett

Madeline Dossett

Deputy Village Clerk