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**MINUTES  
VILLAGE OF SUGAR GROVE  
VILLAGE BOARD MEETING  
JUNE 16, 2026, 6:00 P.M.**

**1. Call to Order**

The meeting was called to order by President Stillwell at 6:03 pm.

**2. Pledge of Allegiance**

President Stillwell asked everyone to join her in the pledge of allegiance.

**3. Roll Call**

On June 16, 2026, the Village Board meeting was held in person at the Sugar Grove Library.

**Present:** President Susan Stillwell, Trustee Nora London, Trustee Anthony Speciale, Trustee Sean Michels, Trustee Michael Roskopf, Trustee Matthew Bonnie.

**Absent:** Trustee Heidi Lendi

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

**4. Public Hearing**

**5. Presentations**

**a. Police Department Update from Cordogan Clark**

Brian Kronewitter from Cordogan and Clark stated that the police department is closer to being finished after introducing his team attending the meeting as well. He explained to the board he was going to do an overview of what has happened since the last presentation.

John Cotton, the Senior Construction Project Manager, said currently the earthwork is being completed. In two weeks, the parking lots will be started, and the sidewalks will be done as well. Currently being worked on are the foundations for the monument sign, planters will be coming at the end of July, etc. John said that the estimated completion is August 4<sup>th</sup> and the first day of operation September 8<sup>th</sup>.

Brian went over some pictures with the board showing the sally port progress with the new roofing etc. The interior of the sally port has gradient piping; he showed examples of the interior of the building as well showing color schemes and updates. He moved on to show the progress

of the entry vestibule showing the exterior gutters as well. Next was a section of the sally port that has all the finished framing and additional brick. Carpet has been added to the records area and there is a track laid for the mobile shelving.

**b. Presentation of the Water Award**

Motion by Trustee Michels, Seconded by Trustee London, to move the Presentation of the Water Award after General Business.

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

**6. Proclamations**

**a. Resolution: Supporting America250 Commemoration.**

President Stillwell explained that this resolution is being passed to show support to America250, a nonpartisan commission tasked with engaging 250 million Americans to reflect on the nation's past and look toward the future.

Motion by Trustee Michels, Seconded by Trustee London, to discuss and approve Supporting America250 Commemoration.

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

**7. Appointments**

- 8. Airport Report** – Trustee Speciale said there was not meeting but he did attend the JA AIR flight training school open house, he was impressed by the participation and number of students with the program. He explained that they offer a career program that allows a student to be a copilot on Southern Airlines Commercial Jet.

**9. Public Comment on Scheduled Action Items**

**10. Consent Agenda**

- a. **Approval:** June 2, 2026, Village Board Meeting Minutes.
- b. **Approval:** Vouchers.
- c. **Approval:** May 2026 Treasurers Report.

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

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

**11. General Business**

**a. Ordinance: Amending Certain Water & Sewer Rates and Fees for the Village of Sugar Grove.**

Finance Director Johns said during the previous discussion the board had requested additional financial forecasting. She provided the board with a 5-year forecast for the Water & Sewer Operating and Capital Funds. The resolution provided has a 1% increase for this fiscal year and

recommends a 2% increase for the next 2 years. She explained that for the forecasting she did extend the 2% until the year 2031 for the full 5-year capture. During this time the Village has an aggressive capital plan including improvements to Maple Street, Well #11, #8 Water Treatment Plant, etc. Director Johns said there is still a fund balance at the end of the 5 years but there are significant projects in the years after as well.

Trustee Michels wanted to know if the electricity will go down with solar. Director Johns said hopefully, she did not include this because this reduction hasn't been seen yet.

Motion by Trustee Speciale, seconded by Trustee Roskopf, to discuss and approve Amending Certain Water & Sewer Rates and Fees for the Village of Sugar Grove.

**Ayes: Speciale, Roskopf, London, Michels; Nays: Bonnie; Abstain: Bonnie; Absent: Lendi.**

**b. Ordinance: Final PUD 391 Capitol Drive.**

Director Marion mentioned that this item was previously discussed at the second May meeting and it is for a final PUD approval for 391 Capitol Drive. The proposal is to build a duplex on this property. The original Waterford Place PUD called for this property to be a medical office to be built here and previously the board approved a preliminary PUD that amended the Waterford PUD allowing a duplex to be built. During the May meeting it was brought up that there was a deviation being requested that was not called out in the preliminary PUD. The board requested that the neighboring properties are told about this deviation, Director Marion said certified letters were mailed to all the addresses and no comments on the project were received. Staff are recommending approval, all engineering has been approved.

Trustee Bonnie said he thought there was a for sale sign on this property. Director Marion said the applicant is looking to sell the property but is choosing to get the final PUD approval to make the property more marketable. Whoever buys the property will have to follow the approved engineering plans, follow the approved elevations, and build according to ordinance.

Motion by Trustee Michels, seconded by Trustee Speciale, to discuss and approve a Final PUD 391 Capitol Drive.

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

**c. Ordinance: Amending Village Code Title 11, Chapter 4, Section 22: Table of Permitted Uses: Data Centers.**

Director Marion explained that this text amendment is to amend the table of permitted uses. Right now, data centers are permitted use in the M1 and I1 districts, this would change them to special use. This was in response to the board wanting to look further into the data center regulations within the Village.

Motion by Trustee Roskopf, seconded by Trustee Speciale, to discuss and approve Amending Village Code Title 11, Chapter 4, Section 22: Table of Permitted Uses: Data Centers.

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

**d. Resolution: Updating the Commercial Property Enhancement Program (CPEP) and Application.**

Administrator Koepfel said that after the previous board meeting the CPEP application was updated to be more user friendly and easier to fill out. Looking through the program itself there are some updates such as this program not being for general maintenance. The specifics for reimbursable costs were taken out per the board's consensus. A new grant criteria section has been added as well.

Trustee Roskopf asked why the W-9 form was removed, Administrator Koepfel said it was moved to the grant reimbursement criteria section.

Motion by Trustee Michels, seconded by Trustee London, to discuss and approve Updating the Commercial Property Enhancement Program (CPEP) and Application.

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

**e. Resolution: Authorizing an Agreement with Metronet for Fiber Internet Service to the Police Department.**

Trustee Lendi entered the meeting at 6:25 pm.

Police Chief Rollins stated that at the old police department there were two different fiber services, one was AT&T and the other was Metronet. When moving to the temporary police department the line was taken with and the Metronet that was there was pulled off and moved to the Village Hall. He said that in September AT&T will hopefully come back but a second will be needed to avoid outages. Metronet has provided a quote of \$20,400 for 5 years and he is looking for board approval.

Motion by Trustee Speciale, seconded by Trustee Bonnie, to discuss and approve Authorizing an Agreement with Metronet for Fiber Internet Service to the Police Department.

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

**Continued Presentations: Presentation of the Water Award**

Michelle Piotrowski from EEI also the Chair of the Illinois Section of American Waterworks Association presented the Water Award. She gave background saying the Village first had to go through the Kane County Water Association meeting then went to the conference, now they will

be representing Sugar Grove nationally in D.C. She congratulated the Village and staff who work so hard to accomplish this achievement.

## 12. Public Comment

- Loud Lendi commented on HOA landscaping comments and concerns.

President Stillwell said she was not aware of these complaints and asked if it was from Code Enforcement. Director Marion said yes, they were receiving complaints about landscaping for a few subdivisions.

## 13. Discussion Items

### a. Water Testing Reports.

Director Merkel explained that well testing is done annually and he thought it would be good for Jesse Balluff with Water Well Solutions to present the report to the board.

Jesse said this testing is done every year to keep an eye on the health of the well and the equipment itself. Also allowing the Village to budget for rehabilitation and repairs and to reduce the likelihood of emergency holes. The equipment health is broken into two different parts, pump test data sheet and the TEH. This can be compared to the design curve to make sure that everything is on track. Also going through electrical readings testing for incoming voltage and imbalances.

Jesse provided pictures to the board to show what a healthy well should look like. Static water level is tested and the specific capacity which is gallon per minute over foot of drawdown which tells the health of the well casing. If it is falling off 15%-20% from its steady rate, then rehabilitation should be taken into consideration. Vibration testing is also done on the critical line shaft; he showed the board examples using the Villages wells.

He began an overview of the report stating that well 5 is in good condition and it was last rehabbed in 1992 and he advises rehabbing the well and equipment every 7-10 years. He said this was about the same for well 7, mentioning that these are emergency wells. Well 8 is in overall good condition last rehabbed in 2013, well 9 has never been rehabbed and some readings came back slightly off. Administrator Koeppel said they were planning to do well 9 but there was an emergency with well 8 then well 10, well 9 should be rehabbed this year.

Jesse went over the charts provided with the board for the wells, explaining water levels, vibration tests, and rehabilitation.

Trustee Michels asked where well 5 is at, Director Merkel said across from the Treasure Club in Prestbury.

Jesse went over electrical readings and vibration readings for well 5, the equipment is considered class 3.

President Stillwell asked how much repairs would cost for this well mentioning discharge. Jesse said the vibration tests are looking at the vibration of the water and this would be more of a plumbing concern down the line; he will provide her with this information at a later date.

He moved onto well 7 and said that everything looks good, he did mention that the curve for this well has increased but said it is not something to worry about. There has been a decline in capacity and is something to keep an eye on for the future. President Stillwell asked why and Jesse said that is unknown, she asked where this well is located. Director Merkel said that well 7 is north of the Park District building and said that it is a shallow emergency well. President Stillwell asked if this was the only well that had declined, Jesse said yes. He said that AMP readings only fell off by 2 and there are no worries. President Stillwell said the well in Hannaford Woods has had a slow decline over the past 10 years and asked if the Villages shallow wells are experiencing the same thing. Director Merkel said that the static levels are actually staying consistent.

Jesse went over well 8 and said everything looked good and it was last rehabbed in 2013. The curve is good and the water level has some fluctuations which could be seasonal or weather related.

He went over the well 9 priorities again mentioning rehabilitation but said the pump itself is still on the curve. There could be possible concerns over electric, reading showed a dive since around 2019. This could be the power cable running down to the motor or the motor itself.

Jesse said well 10 is in great condition all around, the static water level fluctuated but stayed within 50 feet. The readings look fine and he mentioned regular maintenance in the future mentioning that well 11 was rehabilitated in 2025.

Trustee Michels said primarily well 9 runs, Director Merkel said primarily well 10 and 11 run but they are rotated with wells 8 and 9 so they're not running 24/7. Trustee Michels asked if they are pumped into the towers or ground storage tank, Director Merkel said that the ground storage tank pumps into the tower too. Trustee Michels then asked about daily usage pumped, staff responded 1 million a day now. He asked if this was typical for summer, Director Merkel responded yes and said the water conservation program is working.

**b. Landscaping Requirements for HOAs and Subdivisions.**

Director Marion explained that this discussion has come about due to some complaints received about landscaping and notification letters that were sent to the HOA. Since there were complaints there was enforcement done from the Village and only two HOAs have been cited so far. One HOA wanted to create a multiyear plan and the other said the approved landscaping is not feasible for them to maintain. Staff want to know how the board would like to handle the landscaping moving forward.

Most of the PUDs in the Village are 20 years old for these subdivisions that have landscaping that's not in compliance. She confirmed with the Village Attorney that the landscaping must be maintained with what was approved for the original PUD.

She wanted to address Lou Lendis' complaint, she said they discussed it over the phone, and he was correct the wrong section was cited but he will need to follow the PUD.

Director Marion stated that she has many questions she would like to ask the board starting with: Does the Board wish to continue to enforce the original landscape plans strictly as they were originally approved? Trustee Lendi said the landscaping plan that was approved is not what was built. She asked the Village Attorney where the language is and wants to make sure this is done properly because the annexation agreement has expired. Village Attorney Miller says he would need time to review. Director Marion said she reached out to Attorney Mike Garrigan and his take is that since it is attached to the PUD that is the approved landscaping. Trustee Lendi said she had asked another attorney and they had brought up the fact that the PUD is attached to the annexation agreement and it is expired at this point. She wants to make sure there is a legal basis for enforcement.

President Stillwell said she dislikes the idea of fining the HOAs for this and said she has not heard any complaints. Director Marion said she has received more than one complaint.

Trustee London said these subdivisions have been here for over 20 years and asking them to look the way they did when they were built won't happen. She feels that they should maintain a general attractiveness, compliance with the tree ordinance, and be good neighbors to the community. She doesn't see an issue as long as they are in compliance with the Village.

Trustee Michels said staff need to put something in place and agreed that things do change.

President Stillwell asked what can be done to encourage maintenance without being authoritarian. Trustee London feels it is more intent rather than the actual plan and with all the ordinances the Village has most areas should be covered.

Trustee Speciale wanted to throw out the idea of a community survey. His original understanding was it was required to have landscaping when the subdivision was approved and built. He asks what standards the Village would be interested in which is why he recommends a survey.

President Stillwell asked if they could be invited to submit an updated landscaping plan. Director Marion said it doesn't sound like the board wants to make the HOAs strictly follow the landscaping plans.

Trustee Roskopf added an idea of a restriction around trees dying and the replacement.

Trustee Lendi said other things need to be looked at as well and they cannot be forced to comply.

Director Marion asked would the Board prefer to entertain the idea of allowing the HOA's to submit revised landscape plans and agreements that may be more realistic for the HOA to maintain?

She said the thought process behind this is that it gives flexibility for the HOA, makes residents happy that the HOA is revamping landscaping, and gives staff guidance.

Trustee Michels said he feels there will be a need for a landscape architect for review and to work with the HOA. President Stillwell mentioned that a relationship can be built with the HOAs.

Trustee London asked if an updated landscaping plan is needed or a general plan that lays out regulations and rules for HOAs avoiding a whole new landscaping plan.

Administrator Koepfel mentioned Trustee Michels idea of splitting the cost so its not fully their responsibility, but staff needs a clear document that lays out the guidelines.

Trustee London feels it would be better to have a narrative and guidelines rather than having to employ a landscape architect.

Trustee Speciale would still like to know what other communities do for their landscaping plans.

Trustee Lendi asked how many HOAs are in the community, Director Marion said not off the top of her head.

Director Marions last question for the board is would the Board prefer that staff only address HOA landscaping on a complaint-based case?

President Stillwell feels that complaints will be received from the same person and Trustee Speciale feels the survey should be done. She asked Lou Lendi if anyone on his HOA Board worked in horticulture, he said no. He said their biggest challenge has been with the trees, they all got sick at the same time. Also participating in the 50/50 program to replace trees in the neighborhood. Lous said in the past years they have been focused on the prairie areas around ponds because of the new path and new traffic. He stated that there is less than \$100,000 in revenue and all the replacement trees are coming out of their reserves.

#### **14. Reports**

##### **a. Staff**

Administration – Nothing to add.

Finance – Nothing to add.

Community Development – Nothing to add.

Police Department – Nothing to add.

Public Works – President Stillwell said there have been residents asking about the Park & 47 curbs and their visibility. Director Merkel said he is currently working on pricing for the curbs, the ends will be painted yellow and white stripes will be added along with reflectors.

**b. Trustees**

Trustee Lendi – Trustee Lendi asked for an update on the Hakes Bridge Maintenance Agreement. President Stillwell said the Township agreed to help maintain the bridge until IDOT started. She said IDOT did not agree to the terms from the Village and the attorneys from the Village said it is all or nothing. Currently staff are writing on a response from IDOT. She said as far as she knows they are proceeding with Phase II engineering.

Trustee London – Trustee London attended the fire departments open house and said it provided a lot of information and was a nice community event.

Trustee Speciale – Trustee Speciale mentioned that the grant information from CMAP was received and thinks it is an excellent plan saying the Village was accepted for the pilot program. Since it is a pilot program it is at not cost to the Village.

Trustee Michels – Trustee Michels said that Groovin in the Grove was well attended, he would like to make signs so more residents are aware and can join the event. He said possibly partnering with the library, Township, etc., along with including it in a newsletter to the residents.

Trustee Roskopf – Trustee Roskopf attended Groovin in the Grove and said it was a great event.

Trustee Bonnie – Trustee Bonnie thanked staff for showing the police department renovation update.

**c. President**

President Stillwell mentioned that the historical society is looking to extend the Corn Boil festivities down Main Street. She said there would possibly be a petting zoo, and she would like to have a shuttle for the event.

**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 Lendi, seconded by Trustee Michels, to enter into executive session to discuss Litigation – 5 ILCS 120/2(c)(11) and adjourn the meeting after.

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

**16. Adjournment**

Motion by Trustee Lendi, seconded by Trustee Michels, to adjourn the meeting at 7:20 pm.

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

ATTEST:

/s/ Madeline Dossett

Madeline Dossett

Deputy Village Clerk

DRAFT