

Village President Jennifer Konen Village Administrator Scott Koepfel Village Clerk Alison Murphy	 10 S. Municipal Drive Sugar Grove, Illinois 60554 Phone: 630-391-7200 Fax: 630-391-7210	Village Trustees Matthew Bonnie Sean Herron Heidi Lendi Sean Michels Michael Schomas James F. White
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July 18, 2023
Village Board Meeting
6:00 p.m.

1. Call to Order

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

2. Pledge of Allegiance

President Konen asked Trustee Schomas to lead the Pledge of Allegiance.

3. Roll Call

The June 20, 2023 Village Board meeting was held in person in the Board Room at Village Hall.

Present: 6 President Jennifer Konen, Trustee Matthew Bonnie, Trustee Sean Herron, Trustee Heidi Lendi, Trustee Sean Michels, Trustee Michael Schomas,

Absent: 1 Trustee James F. White

Also Present:

Administrator Koepfel, Attorney Julien, Finance Director Anastasia, Police Chief Rollins, Community Development Director Magdziarz, Economic Development Director Cassa, Public Works Director Merkel, Planning and Zoning Administrator Marion, Village Engineer Schiber, Assistant to the Village Administrator/Village Clerk Murphy, and Deputy Village Clerk Wortham

4. Public Hearing

- a. Hannaford Farm Annexation Agreement Amendment for Lot 125 (988 Redbud Lane)

President Konen opened the Public Hearing at 6:01 p.m. No public comments were given. Konen closed the Public Hearing at 6:01 p.m.

5. Appointments and Presentation

- a. Fiscal Year 2021-2022 Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting

President Konen congratulated Finance Director Matt Anastasia and thanked him for all he has done for the Village regarding the Villages finances.

6. Airport Report

Tony Speciale had no report.

7. Public Comments on Items Scheduled for Action

Perry Elliot spoke regarding the Economic Development Incentive Policy.

8. Consent Agenda

A motion was made by Trustee Schomas, seconded by Trustee Herron, to approve the Consent Agenda with the exception of item d. The motion carried by the following vote:

AYES: 5 Schomas, Herron, Bonnie, Lendi, Michels

Nays: 0

Absent: 1 White

- a. Approval: Minutes of the June 20, 2023 Village Board Meeting
- b. Approval: Vouchers
- c. Approval: Treasurer's Report
- d. Ordinance: Authorizing Execution of an Annexation Agreement Amendment for Hannaford Farm Lot 125 (988 Redbud Lane)
- e. Resolution 20230718PW1: Authorizing Execution of a Contract for Fire Hydrant Repainting with Cryder Enterprises Inc.

Trustee Schomas asked for item d, Ordinance: Authorizing Execution of an Annexation Agreement Amendment for Hannaford Farm Lot 125 (988 Redbud Lane) to be removed from the Consent Agenda.

A motion was made by Trustee Schomas, seconded by Trustee Herron, to remove item d from the Consent Agenda. The motion carried by the following vote:

AYES: 5 Schomas, Herron, Bonnie, Lendi, Michels

Nays: 0

Absent: 1 White

Trustee Herron Requested that item d, Ordinance: Authorizing Execution of an Annexation Agreement Amendment for Hannaford Farm Lot 125 (988 Redbud Lane) be postponed until it has been paid.

A motion was made by Trustee Herron, seconded by Trustee Schomas. The motion carried by the following vote:

AYES: 5 Herron, Schomas, Michels, Bonnie, Lendi
Nays: 0
Absent: 1 White

9. General Business

- a. Ordinance: Authorizing Execution of an Annexation Agreement Amendment for Hannaford Farm Lot 124 (956 Redbud Lane)

A motion was made by Trustee Schomas, seconded by Trustee Herron, to approve Ordinance 20230718, Authorizing Execution of an Annexation Agreement Amendment for Hannaford Farm Lot 124 (956 Redbud Lane). The motion carried by the following vote:

AYES: 5 Schomas, Herron, Bonnie, Lendi, President Konen
Nays: 0
Abstain: 1 Michels
Absent: 1 White

- b. Resolution: Agreement with LIV Golf, Inc/Par 5 Group for Police Special Event Services

Chief Rollins stated that this is the second year that Sugar Grove will be hosting a LIV Golf Event. Chief explained that there is a slight increase in the hourly rate for the officers that will be on duty at this event. Trustee Schomas asked the reasoning of the increase in hourly rate. Chief Rollins answered that officer salaries have increased since the previous year.

A motion was made by Trustee Schomas, seconded by Trustee Michels, to approve Resolution 20230718PD, Approving an Agreement with LIV Golf, Inc/Par 5 Group for Police Special Event Services. The motion carried by the following vote:

AYES: 5 Schomas, Michels, Lendi, Bonnie, Herron
Nays: 0
Absent: 1 White

- c. Approval: Authorization to Purchase Squad Cars

Chief Rollins explained that over the past couple of years, the window of opportunity to place a request with dealerships for ordering police vehicles opens and closes within a day of being released to the agencies and dealerships. To be proactive, the department would like to have advanced authorization to submit our request for two budgeted 2024 Chevy Tahoes. Chief Rollins stated the replaced vehicles would be sold at auction. Trustee Schomas questioned Director Anastasia on the price of the police vehicles sold the previous year. Board discussion ensued.

A motion was made by Trustee Herron, seconded by Trustee Schomas, to authorize the Chief of Police to place an order for two 2024 Chevy Tahoe Pursuit Vehicles when the national orders are accepted. The motion carried by the following vote:

AYES: 5 Herron, Schomas, Lendi, Bonnie, Michels

Nays: 0

Absent: 1 White

d. Resolution: Adopting an Economic Development Incentive Policy

Director Cassa presented a proposed Economic Development Incentives Policy and stated he reviewed potential incentives from neighboring municipalities. Trustee Michels questioned the way that one of the incentives was worded regarding the Evaluation of the Request. Trustee Schomas stated that he agreed with Trustee Michels concerns. Board Discussion ensued.

A motion was made by Trustee Herron, seconded by Trustee Bonnie, to approve Resolution 20230718EDIP, Adopting an Economic Development Incentive Policy with the exception of factors for being added before Evaluation of the Request. The motion carried by the following vote:

AYES: 5 Herron, Bonnie, Lendi, Schomas, Michels

Nays: 0

Absent: 1 White

e. Resolution: Amending Fees and the Number of Licenses/Permits per Liquor Class for the 2023-2024 Licensing Year (Corn Boil)

Assistant to the Village Administrator Murphy presented that two temporary Liquor License applications for the Sugar Grove Corn Boil this year (Sugar Grove Fire Fighters Association and The Sugar Grove American Legion) were received. Murphy stated due to the timing as allowed in Village code, President Konen issued the temporary licenses, and they are now back for approval. Murphy pointed out that during the discussion of the New Liquor Ordinance in the fall it was determined that Annual Liquor Licenses would be \$1500 and Temporary Licenses would be \$750. In this case the Sugar Grove Fire Fighters Association did pay the \$750 fee; however, the recommendation is that the American Legion only pays \$100 since they already have an existing Liquor License. Trustee Schomas agreed with this statement regarding Temporary License fees for existing establishments adding Temporary Liquor Licenses.

A motion was made by Trustee Michels, seconded by Trustee Herron, to approve Resolution 20280718A, Amending Fees and the Number of Licenses/Permits per Liquor Class for the 2023-2024 Licensing Year (Corn Boil). The motion carried by the following vote:

AYES: 5 Michels, Herron, Bonnie, Schomas, Lendi

Nays: 0
Absent: 1 White

10. Public Comment

Mari Johnson commented on the time limits for public comments.

Larry Jones commented on the time limits for public comments.

Perry Elliot commented on the time limits for public comments.

Jayden commented on the proposed land plan at the Crown property at I-88 and IL 47.

11. Discussion Items

a. Updating Public Comment and Public Hearing Procedures

Attorney Laura Julien clarified that the proposed guidelines for Public Comment due meet the standard considered acceptable by the Illinois Attorney General. She explained the distinction between Public Comment and Public Hearing, stating Public Hearing relates to comments specific to Zoning Issues and does not have a specific time limit allotted for people to speak and Public Comment is for anybody to speak on whatever they feel necessary. Board discussion ensued. The Board reached no consensus and asked for the item to be brought back for consideration at the next Board meeting.

b. Complete Streets Policy and Subdivision Regulations

Director Merkel explained that on July 7, 2020 the Village adopted a Complete Streets Policy. He stated that Complete Streets policies are designed to help improve mobility, access and connectivity for persons traveling by all modes, encourage healthy lifestyles, increase safety for all users, enhance neighborhoods, businesses, institutions and advance the quality of life for Village of Sugar Grove citizens. Engineer Brian Schiber stated that having a Complete Streets Policy helps the Village to compete with other communities when we submit our projects for grant funding. Board Discussion ensued. The Board will review the policy and provide comments to staff.

c. Honorary Street Sign Program

Director Merkel explained that President Konen requested staff investigate creating an Honorary Street Sign Program. Staff reviewed several other communities that have similar programs and would like to mirror the City of Elgin's Program. Trustees discussed how long they think signs should be displayed, total cap on signs per year, if the person must be deceased, and if the Village of Sugar Grove should cover the cost of the sign. The Board asked staff to make the discussed changes and bring the program back for consideration at the next Board meeting.

d. Well # 2 Abandonment

Director Merkel explained that Well #2 is one of the original shallow wells located near the south water tower, and it exceeds the MCL for Manganese as regulated by the IEPA. The Village has not pumped Well #2 into the water distribution system since 2003, when the Well #8 water treatment plant went online. Staff received a proposal from Layne Christensen Company to abandon Well #2 in accordance with the Illinois Water Well Construction Code, as overseen by the Illinois Department of Public Health. The total cost is \$20,000 to have Layne Christensen Company abandon Well #2. Board Discussion ensued. The Board reached consensus to move forward with abandoning Well #2 and directed staff to bring back an agreement for consideration at the next Board meeting.

e. Police Building Remodel

Chief Rollins noted that the Police Department remodel committee met with two existing architectural firms that have previously done business with the Village. After Reviewing, the committee chose Williams Architect to bring forward to the Village Board for consideration. Trustee Lendi stated she thought that this architectural company had the necessary experience and was impressed by their knowledge. Board Discussion ensued. The Board reached consensus to move forward with Williams and directed staff to bring back an agreement for consideration at the next Board meeting.

f. School Resource Officer (Harter Middle School)

Chief Rollins explained that the Police Department was recently contacted by Kaneland School District Administration with the desire to place a school resource officer at Harter Middle School. Chief Rollins stated that this would be beneficial to the Police Department when school is not in session because they would be able to utilize the officer for other areas in Sugar Grove in the summer or on Christmas break. The School District would be responsible for 70% of the overall officer costs with the Village paying 30%. Board Discussion ensued. The Board reached consensus to move forward with the School Resource Officer and directed staff to bring back an agreement for consideration at the next Board meeting.

g. Traffic Control (Harter Middle School)

Chief Rollins noted that the Police Department discussed with Kaneland School District Administration about providing traffic control on Harter and Esker during peak times for allowing buses and motorists easier access at this intersection. The Village would provide these services to the School District for \$80/hr. (wages, benefits, squad associated costs, etc.) with a two-hour minimum. The Police Department would agree to this in the morning and the afternoon, totaling four hours per day. Board Discussion

ensued. The Board reached consensus to move forward with providing traffic control services at Harter Middle School and directed staff to bring back an agreement for consideration at the next Board meeting.

h. Request For Proposal for Village Employee Benefit Broker Services

Director Anastasia explained that the Village has been with their current broker, Better Business Planning Inc. since 2007. Better Business Planning Inc handles insurance renewal processes for medical, dental, life insurance, and Village HSA/FSA plans as well. Director Anastasia stated that as the Village continues to grow, he thinks it would be beneficial to look at other options. Staff is recommending that the Village of Sugar Grove issue an RFP for Benefit Broker Services. Board discussion ensued. The Board reached consensus to move forward with issuing an RFP for Employee Benefit Broker Services. and directed staff to bring back an agreement for consideration at the next Board meeting.

12. Reports

a. Staff

Administrator Koeppel reported that he and Director Cassa met with Metronet, which has been having recurring outages lately. The issue seems to be fixed.

Director Anastasia reported that Invoice Cloud ran a test on Auto Pay and had an error sending emails to residents causing several phone calls to the Village. The Village will go live on Invoice Cloud on July 19th and residents will have expanded pay options, reminders, and functionality to ease the use of new payment software. Director Anastasia answered questions regarding the Police Pension Fund.

Chief Rollins reported that on Saturday at 10:00 a.m. there was an issue with equipment regarding the emergency warning sirens. Chief Rollins stated that Sugar Grove has six sirens, and one is shared with Aurora. The issue was rectified on Monday.

Director Merkel reported he attended the pre-construction meeting for the Norris Road resurfacing project. The project is scheduled to begin in early September.

Director Magdziarz noted that there is Plan Commission training workshop next Wednesday.

Director Cassa congratulated the winners of the Fourth of July decorating contest. Cassa stated that Burnt Barrel Social will have a grand opening on August 16th and he presented the final Town Center Brochure.

b. Trustees

Trustee Schomas reported that he and President Konen attended the Park District meeting.

Trustee Lendi reported that she attended the library meeting. Groovin in the Grove is on August 10th.

Trustee Michels reported that the Legion has movie nights on Thursdays, and they have volunteer hours on Sundays at 5:30 for the Corn Boil clean-up committee.

Trustee Bonnie reported that he attended meetings with residents about the Village of Sugar Grove and their preferences in the future on what they would like to see in the Village.

Trustee Herron reported that he met with residents regarding construction topics.

c. President

President Konen reported that the residential winners of the Fourth of July decorating contest were very appreciative and she looks forward to future contests that the Village of Sugar Grove will have. The State of the Village will be February 9th at Waubensee with breakfast starting at 7:30 a.m. The Park District meeting was a nice opportunity to speak with the community about amenities they would like to see in the future.

13. Closed Session

A motion was made by Trustee Herron, seconded by Trustee Lendi, to adjourn to Closed Session per the exception to the Open Meetings Act *Pending and Probable Litigation* [5 ILCS 120/2(c)(11)] taking no action and returning to the regular meeting thereafter at 8:49 p.m. The motion carried by the following vote:

AYES: 5	Herron, Lendi, Michels, Schomas Bonnie
Nays: 0	
Absent: 1	White

14. Adjournment

A motion was made by Trustee Herron, seconded by Trustee Michels, to adjourn the Regular Session at 9:15 p.m. The motion carried by voice vote.

ATTEST:

/s/ Rachel Wortham

Rachel Wortham

Deputy Village Clerk