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
VILLAGE BOARD MEETING
March 4, 2025, 6:00 P.M.

1. **Call to Order**
   The meeting was called to order by President Konen at 6:00 pm.

2. **Pledge of Allegiance**
   Trustee Schomas led the Pledge of Allegiance.

3. **Roll Call**
   On March 4, 2025, the Village Board meeting was held in person in the Board Room at the Police Department.

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

   Absent - None

   Additional Attendees: Administrator Koeppel, Village Attorney Vasselli, Finance Director Anastasia, Chief of Police Rollins, Public Works Director Merkel, Economic Development Director Cassa, Community Development Director Marion.

4. **Public Hearing –** None

5. **Appointment and Presentations –** None

6. **Airport Report –** None

7. **Public Comment on Scheduled Action Items -** None

8. **Consent Agenda**
   a. **Approval:** February 18, 2025, Board Meeting Minutes.
   b. **Approval:** Vouchers.
   c. **Ordinance:** Amending Title 1, Chapter 14, Section7-B: Administrative Adjudication.
   d. **Resolution:** Approving Number of Liquor Licenses 2024-2025.

e. **Approval:** Liquor License – On-Premises Liquor License for Rte. 47 Wings and Tavern, located at 519 Sugar Grove Parkway, Unit D, Sugar Grove.

Motion by Trustee Schomas, seconded by Trustee Herron, to approve the Consent Agenda as Presented:
Ayes: Schomas, Herron, Lendi, Bonnie, Michaels, White; Nays: None; Abstain: None; Absent: None.

9. General Business

a. Resolution: FY2025-2026 MFT Expenditure Authorization.
Public Works Director Merkel said this is done annually to approve the estimated funds. A resolution must be set with IDOT to move forward.

Motion by Trustee White, seconded by Trustee Herron, to approve the FY2025-2026 MFT Expenditure Authorization.
Ayes: White, Herron, Schomas, Bonnie, Lendi, Michels; Nays: None; Abstain: None; Absent: None.

10. Public Comment

- Louis Lendi spoke about traffic control on Hampton Road.
- Mark Strauser spoke regarding Windsor Point and Hampton Road.
- Marion Kragt spoke on the current development plans for Brighton Ridge.
- Marina Klaula spoke regarding a petition on Windsor Point.
- Eileen Iles spoke about the traffic concerns on Hampton Road.
- Renata Lewis spoke regarding the added traffic coming with the new developments.

11. Discussion Items

a. Special Use – True Vet.
Community Development Director Marion states that the Village has received a special use permit for a veterinary clinic. The clinic would be located in the Sugar Grove Center, it was requested to occupy two of the remaining spaces. Director Marion says the required hearing was held with the Plan Commission on February 19, 2025. The only external improvement that is requested is to add a small pet relief area outside of the building. When discussed through Plan Commission there were no concerns. Director Marion said it was asked that the pet relief area fence matches the building.

Trustee Lendi asked Director Marion if there were any additional comments from the adjacent tenants. She said there were no comments left as the tenants did receive notifications in the mail. President Konen added that the adjacent tenants are also the property owners and leasing the space.

Trustee Lendi asked an additional question about any additional soundproofing being added to this building. Architect Brad Hoepfner answered and said there are currently no additional plans

for soundproofing this building. He said that there are demising walls between each space, but sound proofing will be kept in mind. Trustee White asked what kind of fence was being proposed. Brad said it is a vinyl fence that is around 6 ft. tall, it will have no vision through it to ensure the safety of the animals and staff.

Trustee Schomas asked about the number of animals staying in this facility and needed clarification on whether it was for boarding as well. Dr. Keith, who also attended this meeting, provided some feedback. He clarified with Trustee Schomas that the animals staying in this facility are recovering from an injury or are there due to a medical procedure. Trustee Schomas asked for an estimate of how many animals will be staying there. Dr. Keith said there are around 20 crates, these will be used for the animals they are treating, not for boarding. Trustee Schomas then brought up the concern of smell around the pet relief area. There are plans to take out the asphalt and put a gravel base with a synthetic turf on top, along with the staff keeping the area clean.

Trustee Bonnie asked about the disposal of waste once it has been cleaned from the pet relief area also having concerns of smell. The waste is planned to be bagged and put in the dumpsters behind the building. Trustee Bonnie is concerned with the smell behind the restaurants and gave an idea of an additional service picking it up. Dr. Keith addressed the concern and said because of this issue there will be more than one trash pickup throughout the week to avoid any issues along with a separate dumpster for just the animal clinic.

Trustee Michels asked what type of zoning a veterinary clinic allows. Director Marion said it is typically a straight permit use; due to Jewels PUD it would be a special use.

b. Final Plat of Subdivision – 66 & 68 Neil St. – Nash.
Director Marion says she has received an application from the owners of 66 and 68 Neil St. to subdivide their property into separate parcels. The property is currently a single lot with a duplex. The owners want to separate the duplex to possibly sell one side and have it be its own lot. Director Marion had a public hearing with the Plan Commission, there was a condition added stating that any change to the exterior is subject to the Village Board for approval. There was another condition added that there must be a second buffalo box installed or any other needed utilities that are deemed necessary by the Village engineer.

Trustee White asked if it was possible to add a condition regarding subdivision variance. Village Attorney Vasselli said this can be a touchy subject due to its relation to land use control. He said he agrees that an identical appearance is wanted and regarding subdivision, that is splitting up properties relative to the tax assessors. President Konen asked if it is a solid roof or divided, Director Marion said the building is one roof. She mentioned that additional to this request they are requesting two variations. She said when the properties are split, they will not meet the Villages code standards for the minimum width of the lot.

Trustee Schomas was curious about the uniformity of the buildings and how they were enforced, he said that from his experience it was through a HOA. Attorney Vasselli stated that the body

of laws relative to CCRs and HOAs is a civil action that gets brought by the HOA if there was a violation of the zoning code or condition. This would become part of a zoning ordinance that would be enforced through the Village.

Trustee White brought up this condition about uniformity. He gave an example saying if one side of the building had caught fire they would need to do several repairs to the exterior. If the previous siding or roofing wasn't available anymore, then the other side would also have to update their exterior to keep it uniform. He is curious to see if an agreement can be made to cover situations like this. One of the owners, Nash, said there could be a convenance on the agreement entailing that each side will be uniform.

c. Priority Capital Projects List.

Administrator Koeppel stated this is something that is done annually as part of the budget process. He thanked the department heads for the information that they provided. Throughout the Priority Capital Projects List, there have been revisions and changes made to costs and information. Trustee Michels had asked about adding the Galena Boulevard widening to begin studies. President Konen said her and Administrator Koeppel will be in Springfield and she will ask what IDOTs intentions are with this roadway. She does not want to spend any money on a project that is not on IDOTs radar.

d. FY2026-2030 Capital Improvement Program.

Finance Director Anastasia explains that each year the Capital Improvement Program is looked at and updated during the budget process. He begins by pointing out some of the changes that were made from the previous year. Some of these changes consist of the Village Rebrand, Police Department Facility Improvements, and the annual Road Program. There have been updates on costs, completion, and funding.

Trustee Lendi had a question about the cost of the police department. She asked if the Village or Cordogan and Clark have considered the potential effects of tariffs and an increased amount in construction. President Konen says these plans are from December and does not believe they have. Trustee Lendi advises having a plan in case this happens. Director Anastasia says that they can see what their thoughts are based on material usage that could be affected by tariffs.

e. FY2025-2026 Budget Workshop #2.

Director Anastasia says this budget workshop is a continuation of the last meetings budget workshop. He explained that the General Fund for future projects decreasing from $420,000 to $200,000, there will be an increase of around $160,000 in Capital Improvement Fees. Director Anastasia moves on to expenditures, starting with administration he mentioned a $100,000 budget plug number for the relocation of the police department during renovations. Trustee Michels asked if this number was split in half, Director Anastasia said this was the full number.
There is a new budgeted expense for public works that is split with the Water and Sewer Fund for the replacement of the roof. The received Capital Improvement Fees for new residential home permits will be funding this project.

Director Anastasia begins to review the Capital Infrastructure Fund, explaining that the revenues are going to be budgeted higher due to expected grants. He goes over the list of projects that are ongoing or planned. Director Anastasia goes over the 2025 Road Program and all the projects on the list, he explains this program is funded over a 5-year plan. The projects of Wheeler Rd. and Dugan Rd. combined were at a cost of $2.7 million. Staff recommended leaving these projects because of the potential of being funded through a grant. Adding these projects caused a small shift in the Road Program. Director Anastasia goes over the Infrastructure Project Expenses saying one has not been listed but has been discussed, a transportation plan for the Village. If the board decides to, a proposal can be made for this plan. Under other professional services, lobbyist is listed with $36,000 split with the Water and Sewer Fund.

Village Engineer Brian Schiber proposes a control point map that establishes data for future developments and ongoing projects, allowing everyone to work off the same data. He explains that this is a 3D control network, any existing benchmarks can be updated, helping aid in future planning. When two projects are using different benchmarks there is difficulty in meeting the projects together due to the lack of correspondence. He thinks having these network points installed will be beneficial for giving projects equal access to control points. President Konen asks if this is something that would be expanded in the future of if these control points would be enough. Village Engineer Brian says there could be more control points added if it is wanted, as of now about 6 would be spread out through the community. Trustee Michels asks if the Village is considering doing an GIS program. Brian says it would be interval having these control points that everyone could use. Trustee White asks how these control points are set, Brian says this is something that would be surveyed and then selected. Trustee Schomas thinks this is something that needs to be investigated around other surrounding counties and towns. Trustee Bonnie asked if the Village spends this money, would it save the Village any money in the long run. Brian says it would be beneficial for keeping all projects on the same data helping catch mistakes, lessening the time and money it takes to fix them while preventing errors. Trustee Lendi shared that when there is a faulty benchmark, it will cause many problems.

Finance Director Anastasia continues to go over different expenditures for the separate departments. Under administration, debt principal/interest decreased by $41,000 as the 2003 IEPA loan expired within fiscal year 2024-2025. Public Works had some decreases under repairs and maintenance and an increase for a new expense regarding GIS tablets. Water operations will decrease by $13,000 for repairs and maintenance completed on several wells. The police pension fund revenues are expected to decrease slightly as the EAN 100% contribution rate was reduced by $38,136. Trustee Schomas thanks Director Anastasia for all his hard work.

12. Reports

a. Staff

Administration – Administrator Koeppel adds that his primary focus is working with Lennar and preparing for his meeting with MetroWest.

Finance Department – Nothing to add.

Community Development - Nothing to add

Police Department – Chief Rollins set off the emergency warning siren for the first time, this is the siren given through an IGA. The siren has now been removed from Auroras responsibilities and given to Sugar Grove. While updating the emergency siren facility, all equipment will be transferred to Public Works temporarily. In April, coming to the board will be the National Weather Service having the ability to activate the siren based on what they see. President Konen asked Chief how long the ongoing traffic study was going to continue for on Dugan Rd., Chief said 5 to 6 more days. Chief Rollins says to do this study, there are speed cameras put up discreetly to study the area. Administrator Koeppel says that for newer neighbors, the recommendation is to start speed limits at 25 mph.

Public Works – Director Merkel informs the board that the ComEd LED streetlight program has been completed. President Konen had brought up how the lights in the Jewel parking lot are purple and Trustee Herron said this was an issue in Elburn too. Trustee Michels asked about the night sky ordinance and Kaneland Elementary, he said their lights are very bright. Director Marion said if they are existing and meet the Villages requirements there isn't anything that can be done now.

Economic Development – Director Cassa shares that the new restaurant Cilantro will be opening on March 14, 2025. There will be a soft opening then a grand opening, they are currently hiring as well. Bright path met with staff regarding plans for a grand opening upon Village approvals. He says Rosewood Farms is currently constructing a new building that is expected to be finished sometime in April. Once finished they would like to do a community open house and grand opening. Director Cassa shares that Data-Link a Batavia-based IT company has closed on the office space at 474 Division Dr., they want to complete a build out and open a new headquarters.

b. Trustees

Trustee Michels – Trustee Michels informs the board that the new food pantry is open, they offer services on Thursday nights. He also said good luck to the Kaneland boys' basketball team. Trustee Schomas asked if Trustee Michels had any information about eligibility for the food pantry. President Konen said that the food pantry is there for those outside of Kaneland too.

Trustee Lendi – Trustee Lendi said she had attended the library board meeting on February 26, 2025. She said they are having more people visit and they are fine free now with more information on their website. The library is also holding early voting as well starting in late March. Trustee Lendi had gone to Bliss woods to do a cleanup and helped clear out invasive species, allowing for new growth of native plants.

Trustee Herron – Trustee Herron brough up the Kaneland basketball team in their semifinal sectionals playing against some other schools. He said that the girls wrestling team are conference champions.

Trustee Bonnie – Trustee Bonnie thanks everyone for coming to the meeting and bringing up the safety issues and concerns in Windsor Point. He says he agrees, and those residents need to be taken care of along with the safety concerns. Trustee Bonnie has received some questions regarding litigation they had read about and had questions about withholding impact fees.

c. President

President Konen says she had recently done two more State of the Village presentations at the library. She had gone to the quarterly MetroWest dinner in Batavia and had a drive down with MetroWest in Springfield.

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 Herron, second by Trustee Schomas, to adjourn the meeting at 8:08pm. **Ayes: Herron, Schomas, Lendi, White, Michaels, Bonnie; Nays: Herron; None; Abstain: None; Absent: None.**

ATTEST:
/s/ Madeline Dossett
Madeline Dossett
Deputy Village Clerk