

**Village of Prairie Grove
Meeting Minutes
February 20, 2007**

1. Call to Order: President Breseman called the regular meeting to order at 7:08 PM.

2. Roll Call: Trustees Connelly, Duda, Greenwald, and President Breseman all present. Trustees Baudin, Behm and Robak absent.

Administrator Smith, Clerk Minor and Attorney McArdle also present.

3. Public Comment:

Jim Hicks of Crystal Lake commented that he would like to see Applied Ecological Services (AES) stay on with the Westminster Swanson Terra Cotta Properties Development Plan. He said that this Development is a benchmark for future developments and that this would maintain the integrity throughout.

4. Consent Agenda: Motion was made by Trustee Duda, 2nd by Trustee Connelly to approve the Meeting Minutes of January 16, 2007, Special Meeting Minutes of January 24, 2007 and February 8, 2007 with changes, the Executive Session Meeting Minutes of January 24, 2007, the Expenditure Reports of January 18 and February 1, 2007, the Revenues for January 2007 and Approval of Motion: Ordinance #420, an Ordinance repealing Ordinance #405 authorizing the abatement of taxes on certain property annexed to the Village (Deering). **On a Roll Call Vote: Trustees Connelly, Duda and Greenwald all voted Aye, Motion carries.**

5. Committee Reports and meeting dates:

Trustee Duda commented that Mr. Dave Bartik had outstanding detail in his monthly report. He also stated that it was unacceptable that Public Works had not turned in a monthly report.

6. Staff/Consultant reports or comments:

a. Authorization to Execute IEMA Public Assistance Grant Program:

The Village would receive approximately \$4500.00 in grant money for an 8 hour period of time during the first big snowfall in McHenry County for December of 2006.

Motion by Trustee Duda, 2nd by Trustee Connelly to authorize Administrator Smith to execute the IEMA Public Assistance Grant Application. **On a Roll Call Vote: Trustees Connelly, Duda and Greenwald all voted Aye, Motion carries.**

b. Personnel Policy:

The Personnel Policy has been reviewed by the Village Attorney. A discussion ensued over the contents of the policy. Administrator Smith would like the Village Board to get any additional comments to her by the next Village Board Meeting. Administrator Smith will put this on the next month's agenda for a vote.

c. Direction for Involvement in the Municipal Environment Program:

This program teams up Government entities with High Schools to compile a survey on Municipal Environment programs. This would be at no cost to the Village. Administrator Smith would like to recommend that Tim Carone be the liaison for this project. The Village Board responded by stating that this would be reasonable.

d. Draft of Village Newsletter:

Comments on the draft of the Village Newsletter need to be sent to Administrator Smith as soon as possible. She is getting it ready for print.

7. Old Business/Board Comments:

a. Timberhill Subdivision, Draw on Letter of Credit:

The Engineers for Bill Franz have been directed by Mr. Franz to prepare as built drawings for Timberhill. The Village should have a report by mid March.

Dave Bartik, Village Building Inspector stated that he had been contacted by the McHenry County Health Department regarding a permit for Lot 46, Timberhill for Builder Greg Werderitch. The County is now requiring as built drawings because of changes to the original plans. A letter should be sent to Mr. Franz notifying him of a deadline.

b. Pandemic Flu Operations Plan:

Administrator Smith reported that she had met with all Department Heads regarding planning for this possible Pandemic Flu outbreak. She stated that this was a fluid document that could be used for any disaster.

8. New Business/Board Comments:

a. Motion to Approve Ordinance #419, Amending Sections 14.06, 14.07 & 14.08 of the Prairie Grove Municipal Code to Establish a Class B Liquor License: Clerk Minor stated that we currently offer only 1 liquor license in the Village for Prairie Isle Golf Club. The license is a Class A and is used for the consumption of alcohol on the premises. The Village needs to add a Class B liquor license to accommodate the newly annexed Crossroads Tobacco & Liquor Store. This Class B license is for the permitted use of packaged sales. This would also increase the cost of each license to \$1500.00 per license.

Motion by Trustee Duda, 2nd by Trustee Connelly to approve Ordinance #419, Amending Sections 14.06, 14.07 & 14.08 of the Prairie Grove Municipal Code to Establish a Class B Liquor License. **On a Roll Cote Vote: Trustees Connelly, Duda and Greenwald all voted Aye, Motion carries.**

b. Request for Expenditure of Funds to Build a Police Evidence Room:

The Police Evidence room in the basement needs to be enclosed by using a fourth wall and door so that it may stay locked.

Motion by Trustee Duda, 2nd by Trustee Greenwald to give permission to expend the funds to build a Police Evidence Room. **On a Roll Call Vote: Trustees Connelly, Duda and Greenwald all voted Aye, Motion carries.**

c. Motion to Approve Resolution #2007-01, A Resolution for Construction on State Highways:

Motion by Trustee Connelly, 2nd by Trustee Duda to approve Resolution #2007-01, A Resolution for Construction on State Highways.

On a Roll Call Vote: Trustees Connelly, Duda and Greenwald all voted Aye, Motion carries.

Retained Personnel Discussion for Westminster Swanson: We currently have a \$50,000.00 outstanding balance that continues to grow. The Village Board is asking that an invoice be sent out every 2 weeks. The Village Board has reached a consensus on most items that had not been agreed upon to this point with the exception of Open Space.

9. Executive Session: None

10. Adjournment: Motion was made by Trustee Duda, 2nd by Trustee Connelly to adjourn Village Board Meeting at 8:37 PM. **On a Roll Call Vote: Trustees Connelly, Duda and Greenwald all voted Aye, Motion carries.**

Respectfully Submitted by:

Kim Minor, Village Clerk