

Village of Prairie Grove
Special Meeting Minutes
March 28, 2007

1. Call to Order: President Breseman called the Special Meeting to order at 7:05 PM.

2. Roll Call: Trustees Baudin, Behm, Connelly, Duda, Greenwald, and President Breseman all present. Trustee Robak absent.
Administrator Smith, Clerk Minor and Attorney McArdle also present.

3. Public Comment:

Linda Young stated that all paperwork has been submitted for lot 67 in Timberhill. Pat Bleck, Village Engineer is in receipt of the documents for review. Pat Bleck stated that he received the documents just today and that he needed time to review everything. The septic permit has been submitted to the County. An approval from the County is still needed for the septic permit. If everything is ok a permit will be issued.

Nancy Peterson of 4522 Barreville Road is requesting a zoning change. The 3.5-acre parcel is currently E-1 zoning. She would like to rezone to E-3. The Village Board has referred Ms. Peterson to contact Attorney McArdle or Administrator Smith.

4. Consent Agenda: Motion was made by Trustee Duda, 2nd by Trustee Baudin to approve the Meeting Minutes of February 20, 2007, Special Meeting Minutes of March 14, 2007 with revisions, the Expenditure Reports of February 26 and March 19 & 26, 2007, and the Revenues for February 2007. On a Roll Call Vote: Trustees Baudin, Behm, Connelly, Duda and Greenwald all voted Aye, Motion carries.

President Breseman presented Trustee Behm with a dedication plaque and thanked him for his many years of service as a dedicated Village Trustee.

5. Committee Reports and meeting dates:

Trustee Duda commented on the Public Works monthly report. He requested justification of needed equipment. He is happy with the Adopt-A-Road Program.
Motion by Trustee Behm, 2nd by Trustee Baudin to adopt the Adopt-A-Road Program for the Village. On a Roll Call Vote: Trustees Baudin, Behm, Connelly, Duda and Greenwald all voted Aye, Motion carries.

Trustees Behm and Duda agreed to adopt a section of road. This will be put on the Village website and an e-card to the listserv will be sent out.

Tim Carone updated the Village Board on the Defenders' recycling program.

A letter of acknowledgement and thanks will be sent to Nunda for Public Works assistance.

Barreville Ridge Estates: A discussion ensued over a water drainage issue in Barreville Ridge Estates. This didn't seem to be the Villages' responsibility at this time. A discussion regarding the clearing of culverts took place. Trustee Duda requested that staff look into the culvert adjacent to his property. Some type of fill material needs to be cleared.

Trustee Greenwald asked about the condition of Gracy Road.

Administrator Smith attended her first School District 46 Finance Meeting.

The 2nd Annual Easter Egg Hunt is slated for this weekend. A rain date of April 7th has been set.

The Village Board was very happy with the newsletter.

The Village needs a total of 40 applicants to work the Special Census. We are targeting June for the census count.

Trustee Duda thanked Ed Radwanski, ARC Review Chairman for the detail in his ARC Review Meeting Minutes that were submitted.

Cobblestone Woods: Howe Real Estate is working with Com-Ed regarding the installation of a streetlight. Cobblestone Woods will pay for the installation and the monthly bills.

6. Staff/Consultant reports or comments:

a. Draft Fiscal Year 2008 Budget:

Administrator Smith is not asking for any major input tonight. Trustee Duda would like this tabled until we have better numbers.

b. Discussion for IMRF Benefits:

Administrator Smith stated that this is an estimated cost for eligible employees. The Village can choose to do this now or at a later time. When the Village has a population of 5000 it will no longer be an option.

c. Employee Health Insurance:

A discussion took place regarding health insurance for employees. President Breseman polled the Board for input on percentage of coverage of healthcare benefits. 100% coverage will be offered for employees. For any other coverage the Village will pay 50% and 50% will be paid by employees for either the (PPO or HMO) coverage. Insurance for part-time employees will be offered with 100% being paid by the employee.

Motion by Trustee Duda, 2nd by Trustee Connelly to offer 100% healthcare coverage for the employee and for anything beyond that the Village will cover 50% and the employee will cover the other 50%. Any employee working less than 40 hours will be offered coverage that is entirely paid for by the employee. **On a Roll Call Vote: Trustees Baudin, Behm, Connelly, Duda and Greenwald all voted Aye, Motion carries.**

d. Discussion of Email Tracking Report:

The Village is doing very well

e. & f. Board Direction for Outstanding Snow Plowing Invoice for The Preserves and Board Direction for Retained Personnel Invoicing:

A snowplowing invoice is 3 months past due for The Preserves. Retained Personnel Engineering Invoices are past due from Timberhill, OakGrove and The Preserves. Direction from the Board was that letters will be sent to Greenberg, Bill Franz and Hank Braley regarding outstanding invoices advising them to pay within two weeks or a stop work order will be issued on permits. Administrator Smith will also set up any Retained Personnel Deposit Amounts required.

g. Board Authorization to issue Temporary C/O on Lot 49 in Timberhill Subdivision:

Bonnie Miske is here asking for a temporary C/O for lot 49 in Timberhill. She has a closing scheduled for Monday. **Motion by Trustee Baudin, 2nd by Trustee Greenwald made and withdrawn.** Per Board direction Franz needs to get as-builts to Pat Bleck for his review, Attorney McArdle will create a temp C/O and Franz will need to create the Developer Indemnification agreement, sign it and have Bonnie Miske sign it. He also needs to pay \$7500.00 for the temp C/O and deposit \$25,000.00 into a Retained Personnel Account to pay for any outstanding balances due. Bonnie Miske will have the future homeowner sign a disclosure statement. **Motion by Trustee Baudin, 2nd by Trustee Greenwald** to approve the temp C/O for lot 49 in Timberhill if the following conditions are met. Franz needs to get as-builts to Pat Bleck for his review, Attorney McArdle will create a temp C/O and Franz will need to create the Developer Indemnification agreement, sign it and have Bonnie Miske sign it. He also needs to pay \$7500.00 for the temp C/O and deposit \$25,000.00 into a Retained Personnel Account to pay for any outstanding balances due. Bonnie Miske will have the future homeowner sign a disclosure statement. **On a Roll Call Vote: Trustees Baudin, Behm, Connelly, Duda and Greenwald all voted Aye, Motion carries.**

h. Authorization to disband Police Committee (Trustee Baudin):

Trustee Baudin stated that the Village wasn't required by law to have a Police Committee. A Commission will need to be established once the Village reaches 5000 in population. Trustee Baudin would like to oversee the Police Department and have a more active participation role. He would like to bring in new changes and updates to the Department. **Motion by Trustee Duda, 2nd by Trustee Greenwald** to disband the current Police Committee and assign Trustee Baudin as the Police liaison. **On a Roll Call Vote: Trustees Baudin, Behm, Connelly, Duda and Greenwald all voted Aye, Motion carries.**

7. Old Business/Board Comments:

a. Request Board Approval for Rt. 176 Corridor & Riverwalk District Plan:

Devin Lavigne, Village Land Planner gave a brief description of the scope for the Rt. 176 Corridor and Riverwalk Plan. He stated that this would take a very detailed look at the Rt.176-corridor. This would be an amendment to the Village's new Comprehensive Plan. This plan will benefit Prairie Grove, Burtons Bridge, Oakwood Hills and Nunda Township.

Motion by Trustee Duda, 2nd by Trustee Greenwald to approve the 176-corridor plan scope for submittal to the state and commit funding for the program in the amount of \$11,800. **On a Roll Call Vote: Trustees Baudin, Behm, Connelly, Duda and Greenwald all voted Aye, Motion carries.**

8. New Business/Board Comments:

a. 2007 Road Maintenance Program:

Presentation given by Pat Bleck, Village Engineer on this two page working document. This prioritizes and classifies all roads. This would set up a 10-year program to follow year to year. With the MFT funds and the Road & Bridge funds the Village may have close to \$100,000.00 in funds to use for the roads. Administrator Smith will give Pat Bleck the actual fund balances on Monday.

9. Executive Session: None

10. Adjournment: Motion was made by Trustee Baudin, 2nd by Trustee Connelly to adjourn Village Board Meeting at 10:47 PM. **On a Roll Call Vote: Trustees Baudin, Connelly, Duda and Greenwald all voted Aye, Trustee Behm voted naye, Motion carries.**

Respectfully Submitted by:

Kim Minor, Village Clerk