

Village of Prairie Grove
Meeting Minutes
November 20, 2007

1. Call to Order: President Breseman called the regular meeting to order at 7:03 PM.

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

3. Public Comment:

Lisa Behm of 4091 Barreville Road is working with Administrator Smith to start a new Parks Committee for the Village. Lisa has concerns with the forced annexations and she wanted to know why the Village didn't notify the people in advance.

Trustee Duda stated that property owners were notified prior to the Village annexing the Crystal Lake Chrysler Jeep and they chose not to.

President Breseman stated that the Village is trying to round out our borders as to our Comprehensive Plan. When the Village was in the process of annexing Crystal Lake Chrysler, the Village had offered the owners of certain properties an incentive of \$10,000.00 and the abatement of their Prairie Grove portion of taxes to annex into the Village so we could get Chrysler. A few Business owners were also talked to and the same deal was offered to them as the Village offered Crystal Lake Chrysler Jeep. This was a one-time offer.

Phil Hellyer of 5308 Rt. 31 stated that he was never talked to. He has a 5-acre parcel with a future of hooking up to water already on his property with Crystal Lake. He doesn't want to annex into Prairie Grove. He stated that he would like the Village to pay for his potential loss of property values. He feels that his rights are being walked on.

Lisa Shaver of 3414 Braberry Lane is here to ask about new stop signs in Oak Grove. Braberry and Lakewood is now the only intersection in Oak Grove without stop signs. She would like the Village to have done all or nothing.

President Breseman stated that a concerned resident came forward and did his due diligence in getting people on his street to sign a petition asking for the stop signs. This is the first time we've heard of a problem with this intersection.

Ms. Shaver stated that safety at the bus stop is her main concern.

Administrator Smith stated that she would come and take a look at her traffic concerns. President Breseman stated that he would like her to have a petition signed by her neighbors agreeing to the stop signs. This could then be placed on next month's agenda.

4. Consent Agenda:

Motion was made by Trustee Baudin, 2nd by Trustee Duda to approve the Meeting Minutes of October 16, 2007, Expenditures reports of October 22 & November 5 & 16, 2007 and the Revenues for October 2007. The following Motions were also approved in this consent agenda. A Motion to authorize the signing of an Intergovernmental Agreement with Nunda Township for 2007/2008 Salt Procurement. A Motion to Adopt a Resolution #2007-08, Adopting the National Incident Management Systems (NIMS). A Motion to approve the request for acceptance of Unit II & Maintenance of Unit III in OakGrove. **On a Roll Call Vote: Trustees Baudin, Connelly, Duda, McConnell and Trustee Robak all voted Aye, Motion carries.**

5. Committee Reports and meeting dates:

a. Public Safety update by Trustee Baudin: Trustee Baudin is the Police liaison for the Police Department. Trustee Baudin stated that the Police Commission was disbanded and a Police liaison was appointed in order to foster better communication between the Police Department and the Village Board. He gave a quick update regarding recent training and special details the Police Department had worked on with other agencies. An evaluation of the department will be done over the next year and recommendations will be made to the Village Board.

6. Staff/Consultant reports or comments:

Trustee McConnell stated that the next EDC meeting will be held next Friday, November 30, 2007.

7. Old Business/Board Comments:

Motion to Approve Personnel Policy: Administrator Smith stated that this had been handed out and discussed over the course of the last year. This is a baseline Personnel Policy.

Trustee Duda stated that he had spent some time talking with Administrator Smith regarding some changes that he feels are necessary.

These are the changes in this policy that he has suggested:

- Vacation Time:
 - Department heads given additional 3 days. This will be deleted.
 - The original start date will be used for employee's length of service.
- Holidays – There will be 11 paid holidays and the holiday schedule will be posted annually.
- Holiday Pay – Double time will be paid to part time employees when they work a holiday.
- Sick Leave – 40 hours will be given per calendar year with a maximum accrual of 200 hours and the deletion of buy back.
- Life Insurance & Long Term Disability– Administrator Smith will explore these as a benefit for all full time employees.
- Omit the deferred Compensation Program.

- Employee Assistance Program – Remove portions that have any fiscal impact on the Village.
- Travel Expenses – Remove personal vehicle section and use federal guidelines for per diems.

Motion by Trustee Duda, 2nd by Trustee McConnell to approve the personnel policy as amended. **On a Roll Call Vote: Trustees Baudin, Connelly, Duda, McConnell and Trustee Robak all voted Aye, Motion carries.**

8. New Business/Board Comments:

a. Motion to Approve Ordinance #432, Annexing Land at 4311 & 4315 Rt. 176:

Motion by Trustee Duda, 2nd by Trustee Baudin to Approve Ordinance #432, Annexing Land at 4311 & 4315 Rt. 176.

Discussion: Trustee McConnell is disagreeable to forcing anyone to annex into the Village. Trustee McConnell wanted to know if the Village could offer them some sort of compensation. President Breseman stated that he would be in favor of abating a portion of property taxes. This could be done by giving them some sort of incremental increase over a 4- year period for their Village portion of taxes. This will be added to next month's agenda for discussion.

On a Roll Call Vote: Trustees Baudin, Connelly, Duda, McConnell all voted Aye, Trustee Robak voted nay, Motion carries.

b. Motion to Approve Ordinance #433, Annexing Land East of Rt. 31 & North of Rt. 176:

Motion by Trustee Duda, 2nd by Trustee McConnell to Approve Ordinance #433, Annexing Land East of Rt. 31 & North of Rt. 176. Trustee Duda asked about the implications of not including the 5-acre parcel Mr. Hellyer owns on Rt. 31. If this parcel weren't included in this annexation then the rest wouldn't qualify. Attorney McArdle stated that since Mr. Hellyer has threatened a lawsuit the Board could go into closed session for a discussion.

Motion withdrew by Trustee Duda to go into closed session. 2nd withdrew by Trustee McConnell.

c. Motion to Adopt Tax Levy Resolution & Discussion:

Motion by Trustee Duda, 2nd by Trustee Robak to adopt the tax levy resolution.

Trustee McConnell is against increasing property taxes. Maintaining our current rate would be acceptable to him.

During the discussion the following items were brought up: Last year our Building permit fees brought in \$240,000.00, this year we will bring in \$60,000.00. We need to be able to charge a reasonable rate in order to offer services.

On a Roll Call Vote: Trustees Baudin, Connelly, Duda, Robak all voted Aye, Trustee McConnell voted nay, Motion carries.

d. Motion to Approve Wage Increases for Village Staff: This item will be discussed after Executive Session.

9. Executive Session:

Motion by Trustee Duda, 2nd by Trustee Baudin to enter into Executive Session at 9:10 PM for discussion regarding threatened litigation and personnel matters. **On a Roll Call Vote: Trustees Baudin, Connelly, Duda, McConnell and Robak all voted Aye, Motion carries.**

No action taken in Executive Session.

Return to open session at 9:55 PM. **Roll Call:** Trustees Baudin, Connelly, Duda, McConnell, Robak and President Breseman all answered aye.

Motion by Trustee Duda, 2nd by Trustee Baudin to approve the wage increases for staff as determined in closed session. **On a Roll Call Vote: Trustees Baudin, Connelly, Duda, McConnell and Robak all voted Aye, Motion carries.**

Motion by Trustee Robak, 2nd by Trustee Duda to Approve Ordinance #433, Annexing land East of Rt. 31 & North of Rt. 176 and to place discussion of abatement on the December 2007 Agenda. **On a Roll Call Vote: Trustees Connelly, Duda, McConnell and Robak all voted Aye, Trustee Baudin abstains, Motion carries.**

10. Adjournment: Motion was made by Trustee Baudin, 2nd by Trustee Robak to adjourn this Village Board Meeting at 10:03 PM. **On a Roll Call Vote: Trustees Baudin, Connelly, McConnell and Robak all voted Aye, Motion carries.**

Respectfully Submitted by:

Kim Minor, Village Clerk