

# Village of Prairie Grove, Illinois

## Meeting Minutes



**March 16, 2010**

**1. Call to Order:** Trustee Baudin called the Regular Monthly Board Meeting to order at 7:00 PM.

**2. Roll Call:** Trustees Baudin, Handera, McConnell and Robak all present. Trustees Behm, Greenwald and President Duda absent.

Administrator Smith, Clerk Minor and Attorney McArdle also present, as were Treasurer Smith, Public Works Superintendent Carone and Building Inspector Knudsen.

**Motion by Trustee Handera 2nd by Trustee Robak** to appoint Trustee Baudin as acting President Pro Tem. **On a Roll Call Vote: Trustees Handera, McConnell and Robak all voted aye, Trustee Baudin abstains. Motion carries.**

**3. Public Comment:**

Norm Larsen, 3708 Tamarack Circle, stated that he's concerned about the current zoning on the property located across from Barreville Estates. The zoning on this property is currently zoned for light commercial. Mr. Larsen stated that he is concerned with the possible uses for this zoning classification.

Michael Marchuk, 3763 Erin Ct. stated that he shares Norm's sentiments.

Administrator Smith clarified that the zoning map indicates current zoning and the Corridor Plan shows preferred zoning for future development.

*(Trustee Greenwald arrives at 7:03 PM)*

A discussion ensued over the Tall Grass property.

**4. Consent Agenda Motion to Approve:**

- a. **Meeting Minutes of February 16, 2010**
- b. **Cash Disbursements Journal from February 9, 2010 to March 9, 2010**
- c. **Cash Receipts Journal from February 1, 2010 to February 28, 2010**

**Motion by Trustee Handera, 2nd by Trustee Robak** to approve items A through C on the consent agenda. Motion to approve items A through C include the approval of Meeting Minutes of February 16, 2010, the Cash Disbursements Journal of February 9, 2010 to March 9, 2010 and the Cash Receipts Journal from February 1, 2010 to February 28, 2010. **On a Roll Call Vote: Trustees Baudin, Greenwald, Handera and Robak all voted aye, Trustee McConnell abstains. Motion carries.**

**5. Committee Reports and Meeting Dates;**

- a. **ARC:**

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Chairman Radwanski stated that they have had one meeting since the last Board Meeting and they gave approval for an addition.

### **b. EDC:**

#### **1. Commission Member Appointments of Ryon Yemm & Jean L. Smith:**

Clerk Minor swore in Ryon Yemm & Jean L. Smith.

#### **2. February 2010 Status Report Presentation, Trustee McConnell:**

Chairman McConnell stated that he had provided the Village Board copies of a power point presentation in the agenda packet.

### **c. Parks & Recreation Committee:**

None

### **d. Planning & Zoning Commission:**

#### **1. Motion to Adopt Ordinance #493, An Ordinance Granting A Special Use to Banzai Motorsports, for the Sales, Service & Storage of Vehicles at 5220 Rt. 31:**

#### **Discussion:**

Inspector Knudsen stated that the Planning & Zoning Commission met on March 9, 2010 to discuss a Special Use Permit for Banzai Motorsports. The Commission was satisfied that this would be a good move for the Village. Inspector Knudsen reviewed the Banzai Special Use Ordinance with the Village Board.

**Motion by Trustee Robak, 2nd by Trustee Greenwald to Adopt Ordinance #493, An Ordinance Granting A Special Use to Banzai Motorsports, for the Sales, Service & Storage of Vehicles at 5220 Rt. 31. On a Roll Call Vote: Trustees Baudin, Greenwald, Handera, McConnell and Robak all voted aye, Motion carries.**

### **6. Staff/Consultant Reports or Comments;**

#### **a. Administrator:**

Administrator Smith reminded everyone of the Village Easter Egg Hunt on Saturday, April 3rd, 10:00 AM. The Village will be accepting donations on behalf of the Crystal Lake Food Pantry in the form of cash or non perishable food items.

#### **b. Building Department:**

See Report.

#### **c. Police:**

Trustee Baudin stated that Director Lyons couldn't be here this evening. He stated that Officer Ken Koenan's daughter was laid to rest last week and he asked everyone to keep the Koenan family in their thoughts.

#### **d. Public Works:**

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### **Discussion Regarding SOP:**

Superintendent Carone put a copy of his draft SOP in the agenda packet for the Village Board to review. This draft SOP contains an outline and mission statement. He stated that this was still a work in progress. The Village Board all agreed that this was a good start and that safety is key regarding standard operating procedures.

### **e. Treasurer:**

#### **Discussion Regarding Draft FY 2010-11 Budget:**

Treasurer Smith stated that she was looking for feedback on this draft budget. She stated that this budget is already very lean and that the Village could stand to lose \$40,000.00 depending on if the State approves their budget as proposed recently by Governor Quinn. She stated that they would still be taking a closer look at replacing police cars. Trustee McConnell stated that he thought it was a good idea to be pro-active regarding future budget cuts. He also suggested that this was a good time to start thinking about property taxes and what we do as a Village if the housing prices keep declining. Administrator Smith stated that if anyone had any ideas regarding places to save money, to please email her.

### **7. New Business/Board Comments**

#### **a. Motion Appointing Village Clerk as the Village of Prairie Grove Open Meetings Act Officer:**

##### **Discussion:**

Administrator Smith stated that this is a new requirement under the new Open Meetings Act.

**Motion by Trustee McConnell, 2nd by Trustee Greenwald to Appoint Village Clerk as the Village of Prairie Grove Open Meetings Act Officer. On a Roll Call Vote: Trustees Baudin, Greenwald, Handera, McConnell and Robak all voted aye, Motion carries.**

#### **b. Motion Authorizing Village President to Execute a Letter Agreement with Enbridge:**

##### **Discussion:**

Administrator Smith stated that Enbridge needs to do some maintenance work on their pipeline located in the Village limits. She has been in discussion with Enbridge to secure a \$100,000.00 cash bond for any damages to our Village roads. They will need to obtain a building permit and a Storm Water Management Permit prior to any work being done. She is in final negotiations with Enbridge and this should be completed by next week.

**Motion by Trustee Robak, 2nd by Trustee Handera Authorizing Village President to Execute a Letter Agreement with Enbridge Upon Final Negotiations by Administrator Smith. On a Roll Call Vote: Trustees Baudin, Greenwald, Handera, McConnell and Robak all voted aye, Motion carries.**

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### **c. Motion Authorizing Village Administrator to Execute Illinois Joint Purchasing Contract:**

#### **Discussion:**

This is the standard State contract for procurement of road salt. If we buy our salt through Joint Purchasing we get a better rate.

**Motion by Trustee McConnell, 2nd by Trustee Handera** Authorizing Village Administrator to Execute the Illinois Joint Purchasing Contract. **On a Roll Call Vote: Trustees Baudin, Greenwald, Handera, McConnell and Robak all voted aye, Motion carries.**

### **8. Old Business/Board Comments;**

#### **a. Motion to Approve the Sales Tax Rebate Agreement between the Village of Prairie Grove & Banzai Motorsports:**

#### **Discussion:**

The Sales Tax Rebate Agreement is the Prairie Grove standard agreement with a couple of noted changes. This is only a 5 year agreement and the Village will deduct all costs for Retained Personnel, filing fees and board fees from the first payment due to Banzai.

**Motion by Trustee McConnell, 2nd by Trustee Handera** to Approve the Sales Tax Rebate Agreement between the Village of Prairie Grove & Banzai Motorsports. **On a Roll Call Vote: Trustees Baudin, Greenwald, Handera, McConnell and Robak all voted aye, Motion carries.**

#### **b. Motion to Adopt Village of Prairie Grove 2010 Zoning Map:**

#### **Discussion:**

Administrator Smith discussed the new changes being reflected on this 2010 version of the Village of Prairie Grove Zoning Map. She also discussed a conversation she had with MCCD regarding their existing zoning and their desire to see their property re-zoned to Open Space Recreational (OSR). Staff will be working with MCCD to schedule a Planning & Zoning Hearing on the subject.

**Motion by Trustee Greenwald, 2nd by Trustee Robak** to Adopt Village of Prairie Grove 2010 Zoning Map. **On a Roll Call Vote: Trustees Baudin, Greenwald, Handera, McConnell and Robak all voted aye, Motion carries.**

### **9. Executive Session for the Purpose of Personnel, Litigation or to Acquire or Lease Real Property:**

**Motion by Trustee Robak, 2nd by Trustee McConnell** to go into Executive Session for the purpose of reviewing Village Administrator's Contract. **On a Roll Call Vote: Trustees Baudin, Greenwald, Handera, McConnell and Robak all voted aye, Motion carries.**

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### **Re-Enter Open Meeting at 7:43 PM:**

#### **Roll Call:**

Trustees Baudin, Greenwald, Handera, McConnell and Robak all present. Trustees Behm and President Duda absent. Administrator Smith, Clerk Minor and Attorney McArdle also present, as were Treasurer Smith, Superintendent Carone and Building Inspector Knudsen.

### **10. Motion to Approve Village Administrator's Contract:**

**Motion by Trustee Greenwald , 2nd by Trustee Robak** to Approve Village Administrators Contract and Authorizing Village President to Execute Contract. **On a Roll Call Vote: Trustees Baudin, Greenwald, Handera, McConnell and Robak all voted aye, Motion carries.**

### **11. Adjournment:**

**Motion by Trustee Robak, 2nd by Trustee Handera** to Adjourn this Monthly Board Meeting at 7:50 PM. **On a Roll Call Vote: Trustees Baudin, Greenwald, Handera, McConnell and Robak all voted aye, Motion carries.**

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Respectfully Submitted By:  
Kim Minor, Village Clerk