

Village of Prairie Grove, Illinois

Meeting Minutes



April 19, 2011

1. Call to Order: President Duda called the Regular Monthly Board Meeting to order at 7:01 PM.

2. Roll Call: Trustees Baudin, Behm, Breseman, Greenwald and President Duda present. Administrator Smith, Clerk Minor and Attorney Cahill also present, as were Treasurer Smith and Public Works Superintendent Carone

Absent: Trustee Robak and Attorney McArdle

3. Public Comment:

Phil Hellyer - 5308 S. Rt. 31, stated that he was very angry with the Village for forcefully annexing his property into the Village. He stated that since this time he has had nothing but issues with the Village. Mr. Hellyer is currently involved in a lawsuit with the Village, regarding issues that have never been resolved. He stated that the Village Board should look at his property now, with all the rain it's not causing anyone else any issues.

4. Interviews for Municipal Engineering Services:

7:00 PM Christopher B. Burke Engineering, Ltd., Mr. Christopher B. Burke
Christopher B. Burke, President, Mike Kerr, Executive Vice President, and Gary Rozwadowski presented their firm's qualifications. Mr. Burke stated that his firm was founded in 1986, they have 4 offices in Illinois and 5 in Indiana, and represent 22 communities, many comparable in size to Prairie Grove. They provide many disciplines of Engineering, but their expertise is Municipal. A discussion ensued with the Village Board.

7:30 PM Trotter and Associates Engineers and Surveyors, Mr. R. Scott Trotter
Mr. Scott Trotter presented their firm's qualifications. They were founded in 1999 by three partners. They have 30 clients throughout Northern Illinois and their office is located in St. Charles. They have worked with Nunda Township and their firm has grown directly by word of mouth referrals. Their disciplines include mapping, water, wastewater, and Stormwater management. A discussion ensued with the Village Board.

8:00 PM Baxter & Woodman Consulting Engineers, Mr. John V. Ambrose
Mr. John V. Ambrose and Mark Phipps presented their firm's qualifications. Their core office is located in Crystal Lake and the Village would not be billed for travel. Mark Phipps would be the Village's direct contact for Stormwater management. He previously worked for McHenry County for 12 years as head of their Stormwater Management Department. They offer disciplines in all areas of water supply, treatment, storage, distribution, preservation, protection and conservation along with GIS mapping, funding, grants, IT and Roadway Engineering. They have all the answers and expertise in house

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and are available 24/7. They are very successful in finding funding along with finding ways to make their clients successful. A discussion ensued with the Village Board.

President Duda stated that the Village Board would make a decision on an Engineering Firm by the next Village Board Meeting.

President Duda moved that we take a short break.
The meeting was called back to order at 8:37 PM.

5. Consent Agenda Motion to Approve:

- a. Meeting Minutes of March 15, 2011
- b. Cash Disbursements Journal from March 8, 2011 to April 11, 2011
- c. Cash Receipts Journal from March 1, 2011 to March 31, 2011
- d. Re-Appointment of ARC Commissioners: Ed Radwanski, Chairperson - Term Ending April 30, 2013, Peter Davies - Term Ending, April 30, 2012 & Mike Magnussen - Term Ending April 30, 2014
- e. Re-Appointment of EDC Commissioners: Colleen Clavesilla - Chairperson, Bob Gray, Jean L. Smith & Ryon Yemm, Terms Ending April 30, 2012
- f. Re-Appointment of Planning & Zoning Commissioner: Bob Gray - Term Ending April 30, 2016 and Bob Gray as Chairperson - Term Ending April 30, 2012
- g. Motion Authorizing Village President to Execute IEMA Public Assistance Grant Agreement
- h. Motion Authorizing Village President to Execute an Intergovernmental Agreement for Police Department Dispatch between the McHenry County Sheriff and the Village of Prairie Grove
- i. Motion to Adopt Ordinance #510, A Special Ordinance Authorizing the Ceding of Private Activity Bonding Authority

Motion by Trustee Greenwald, 2nd by Trustee Baudin to approve items A through I on the consent agenda. **On a Roll Call Vote: Trustees Baudin, Behm, Breseman, and Greenwald all voted aye. Motion carried.**

Director of Public Safety Ron Lyons arrives.

6. Committee Reports and Meeting Dates:

a. ARC: Chairman Ed Radwanski reported that they met briefly on April 8th and approved a permanent yard sign for Lauderdale Lakes Marina, reviewed and made recommendations on the Park Plan, Park restrooms and PACE shelters. He stated that they also discussed the terms of office for ARC.

Administrator Smith stated that we need to review a future amendment regarding language for terms of office for the various Committees and Commissions. They currently all have different terms, lengths and expiration of terms. She would like to see them coincide with the Village President's term in office.



b. EDC: Administrator Smith stated that she included a copy of the last meeting minutes in the agenda packet. They are currently working on their mission statement and are finalizing the business assessment survey and beginning to work on a marketing package.

c. Parks & Recreation Committee: Trustee Behm stated that their focus during the last meeting was the Easter Egg Hunt. The Easter Egg Hunt was cancelled last week due to inclement weather and will be held this Saturday instead. They will be focusing on a bid packet for grading of the park and have set a tentative date for the golf outing of September 9th.

d. Planning & Zoning: Inspector Knudsen stated that we could have two potential cases that will need to be heard by P&Z. There is a new tenant on Ray Street and it has been determined that they will need a special use. He has also discussed a possible co-user to the new T-Mobile tower on Rt. 176. Inspector Knudsen noted that he had left each Board member a new plan to review for Longhorn Equity Partners on Rt. 176, he asked that that they review it and get back to Administrator Smith with any comments they may have.

Administrator Smith asked for general direction regarding our Village newsletter, and using it as a source for advertising or a way of fundraising. The Village Board agreed that they had no issue with it.

e. Police Committee: Director Lyons stated that he had finished and sent in the 2010 application for the Illinois Traffic Challenge. They have hired 2 new officers. Trustee Baudin will ask the new Police Committee members to be sworn in ASAP.

6. Staff/Consultant Reports or Comments;

a. Administrator: Administrator Smith stated that she has copies of the Healthy Community Study if anyone would like one. Installation of the new exit signs have been completed by staff. She also discussed the watershed studies that will help the Village qualify for future grants.

b. Building: Nothing in addition to report.

c. Police: Nothing in addition to report

d. Public Works: Superintendent Carone stated that on Monday we'll be meeting with McHenry County Workforce Network. The Village will receive two returning Workforce employees, Nick & Schod that will help in Public Works Department for the Summer. This is completely paid for through the McHenry County Workforce Network program.

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e. Treasurer: Nothing in addition to the budget that will be discussed under Old Business.

7. Old Business/Board Comments;

Motion to Adopt Annual Budget for Fiscal Year 2011/2012:

Motion by Trustee Baudin, 2nd by Trustee Behm to Adopt Annual Budget for Fiscal Year 2011/2012:

Discussion: This has been discussed previously during the last couple of meetings. President Duda asked Superintendent Carone about any changes to the road conditions. Superintendent Carone stated that the roads haven't changed much from last year other than miscellaneous patching that will need to be done. He discussed the idea of testing a product called Reclamite on a small portion of Barreville Road at no charge to the Village. President Duda asked him to send out some information via email and to make it available on the website as well. President Duda stated that he will go on the record as being a skeptic.

On a Roll Call Vote: Trustees Baudin, Behm, Breseman and Greenwald all voted aye. Motion carried.

8. New Business/Board Comments; President Duda asked for general feedback on the Engineering candidates. Trustee Baudin had a question about his Uncle working for Baxter & Woodman, and if he should abstain during the vote to avoid any implication of a conflict. Attorney Cahill stated that he could abstain. After a brief discussion the Village Board agreed that they all liked Baxter & Woodman and thought they would be a good fit for the Village. President Duda stated that he would negotiate with Baxter & Woodman and if they can't come to terms he would then contact Christopher Burke Engineering. Trustee Behm stated that when negotiating a new contract we need to get the actual dollar amount in for road work and not a contracted price.

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

Motion by Trustee Baudin, 2nd by Trustee Behm to go into Executive Session at 9:25 PM for the purpose of pending litigation. **On a Roll Call Vote: Trustees Baudin, Behm, Breseman and Greenwald all voted aye. Motion carried.**

Re-Enter Open Meeting at 9:55 PM:

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

Administrator Smith, Clerk Minor and Attorney Cahill also present

Trustee Greenwald stated that he would like to continue serving the Village as a Trustee. He is asking formally to be appointed to the vacant trustee seat.

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10. Adjournment:

Motion by Trustee Robak, 2nd by Trustee Behm to Adjourn this Monthly Board Meeting at 8:14 PM. On a Roll Call Vote: All Trustees voted aye. Motion carried.

Respectfully Submitted By:
Kim Minor, Village Clerk