

Village of Prairie Grove, Illinois

Meeting Minutes



June 15, 2010

- 1. Call to Order:** President Duda called the Regular Monthly Board Meeting to order at 7:12 PM.
- 2. Roll Call:** Trustees Behm, McConnell, Robak and President Duda all present. Trustees Baudin, Greenwald and Handera absent. Administrator Smith, Clerk Minor and Attorney McArdle also present, as were Treasurer Smith, Public Works Superintendent Carone, Director of Public Safety Lyons and Building Inspector Knudsen.
- 3. Public Comment:**
None at this time.
- 4. Consent Agenda Motion to Approve:**
 - a. Special Meeting Minutes of May 27, 2010**
 - b. Cash Disbursements Journal from May 20, 2010 to June 11, 2010**
 - c. Cash Receipts Journal from May 1, 2010 to May 31, 2010**
 - d. Motion to Ratify Village Administrators Execution of BCBS Health Insurance Contract**

President Duda would like to remove item d. from the consent agenda and discuss it separately.

Motion by Trustee Behm, 2nd by Trustee McConnell to approve items A through C on the consent agenda. Motion to approve items A through C include the approval of Special Meeting Minutes of May 27, 2010, the Cash Disbursements Journal of May 20, 2010 to June 11, 2010 and the Cash Receipts Journal from May 1, 2010 to May 31, 2010. **On a Roll Call Vote: Trustees Behm, McConnell, Robak and President Duda all voted aye. Motion carried.**

Consent Agenda, item d. Motion to Ratify Village Administrators Execution of BCBS Health Insurance Contract:

Motion by Trustee Robak, 2nd by Trustee Behm to Ratify Village Administrators Execution of BCBS Health Insurance Contract.

Discussion:

President Duda stated that the issue here is that no formal policy is in place for approval of standard contracts. Administrator Smith is limited or bound by a \$5000.00 maximum currently. Due to time constraints and with no malicious intent, the Board hadn't

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approved the Health Insurance Contract. He suggested that the Village Board approve this and re-visit this policy at the next Village Board Meeting.

On a Roll Call Vote: Trustees Behm, McConnell, Robak and President Duda all voted aye. Motion carried.

5. Committee Reports and Meeting Dates;

a. ARC:

Chairman Radwanski reported that during the last ARC meeting they reviewed a sign for a business at 4410 Rt. 176. A brief discussion ensued over this non conforming sign, the Village sign code and the annexation of this business. ARC suggested this should be approved once it's approved by the Building Inspector. The Village Board agreed.

b. EDC:

Nothing new at this time.

c. Parks & Recreation Committee:

Nothing to Report they meet again on June 16, 2010.

President Duda stated that they will move to 7. a. under Old Business/Board Comments.

7. Old Business/Board Comments;

a. Motion to Approve the Town Center & TOD Development Plan as Presented by Jay Ciavarella of RTA and Teska & Associates:

Motion by Trustee Robak, 2nd by Trustee McConnell to Approve the Town Center & TOD Development Plan as Presented by Jay Ciavarella of RTA and Teska & Associates.

Presentation of Final Plan by Jay Ciavarella & Teska & Associates:

Jay Ciavarella thanked everyone for wrapping up the planning process. RTA feels it's very important to do this type of planning. He complimented the Village in this planning process.

Kon Savoy of Teska & Associates gave an introduction of the entire consultant team. He stated that this was a very realistic and grounded plan. He thanked Administrator Jeannine Smith for her leadership, guidance and expertise.

Final Plan and Presentation:

Kon Savoy gives an overview of the Extensive Community Outreach and Market Strategy.

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Sharon Woods talked about the sustainability and the need for a unique identity. She emphasized the need to focus on the town center first and resist the temptation of developing the east side of Rt. 31 for commercial.

Jeff from Teska & Associates gave an overview of the Conceptual Frame Work Plan and the Conceptual Land Use Plan.

President Duda stated that the plan needs to reflect the Right of Way for the pipeline.

Kon Savoy discussed the approximate land use areas/unit counts and the relationship between this plan and the Wildflowers Plan.

Peter Lemon gave an overview of the transportation plan, integrated with the land use plan and circulation and access plans.

Kon Savoy discussed the Architectural Design Guidelines, Streetscape Design Guidelines, Sustainability and Core Implementation Strategies.

Jim Hicks along with Rick Sloan and Bill Westerman is here representing himself and some of his neighbor's concerns. He has submitted his letter to the Village Board with those concerns. One of the major concerns is the traffic along Edgewood Road and the increased traffic to the entrance to the McMillan Estates Subdivision at Kristen Trail and Edgewood. The other concerns are density, the maximum height of buildings and the impact on private wells. Jim also stated that they would like to be part of the task force for this plan.

President Duda stated that he would support a task force for this plan. Kon Savoy suggested addressing this within the plan itself. He stated that they would highlight the need for further study in the text. This way this would be on public record and this would add a layer of comfort to the Board and the residents alike.

Trustee Behm asked if the Metra Station would be built regardless of this plan. Rick Mack from Metra stated yes, that was the plan. Trustee Behm stated that her major concern in that the Route 31 & Edgewood Road improvements should be done in tandem with this plan.

On a Roll Call Vote: Trustees Behm, McConnell, Robak and President Duda all voted aye. Motion carried.

Motion to Amend the Village's Comprehensive Plan:

Motion by Trustee Robak, 2nd by Trustee Behm to Amend the Village's Comprehensive Plan.

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Discussion: References would be reflected in this plan. This Ordinance would be passed at another Board Meeting.

President Duda Motioned to recess for 5 minutes at 8:55 PM.

The Village Board reconvened at 9:02 PM.

b. Motion to Approve Ordinance #496, Special Use Permit for T-Mobile/Faith Community Church, 2023 IL Rt. 176:

Motion by Trustee Behm, 2nd by Trustee Robak to Approve Ordinance #496, Special Use Permit for T-Mobile/Faith Community Church, 2023 IL Rt. 176.

Discussion:

Inspector Knudsen gave a recap of this request and why a 2nd approval was needed. Due to a wetland issue, the location of the tower needed to change and the Special Use was tied to a certain location on the property.

On a Roll Call Vote: Trustees Behm, McConnell, Robak and President Duda all voted aye. Motion carried.

6. Staff/Consultant Reports or Comments;

a. Administrator:

Administrator Smith stated that some Village residents had some water issues recently due to the recent rains. She is looking for direction from the Village Board so that these issues can be taken care of in house. President Duda stated that this could potentially set the Village up for a potential law suit. No formal action will be given tonight and President Duda asked that the developer be notified in these situations. Administrator Smith stated that staff is addressing the concerns but wanted the Village Board to be aware of them. This was a homeowner issue at this point.

Building Department:

Inspector Knudsen stated that he has been working mostly on Village Code compliance issues concerning grass cutting. He stated that he and Administrator Smith had finished and submitted the grant application on Friday for new Village Hall lighting and Building Department staff training.

Police:

Director Ron Lyons stated that he had been working with Superintendent Carone regarding access to an office with a desk at the Public Works Facility. This office would be used by the Police for overweight violations and storage of the truck scales.

Public Works:

Superintendent Carone asked for Village Board direction regarding crack filling on

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Village Roads and going out to bid. The Village Board directed Superintendent Carone to go out to bid for the crack filling. President Duda stated that he would like to see Superintendent Carone make progress working on his Policies and Procedures Manual and he would like to see this to be a priority.

Treasurer:

Treasurer Smith stated that the fiscal audit was underway and should be completed by Eder, Casella early next week.

8. New Business/Board Comments

a. Discussion Regarding Personnel Policy:

President Duda stated that this would be discussed next month. He asked for feedback regarding benefit levels and setting them on an annual basis. A discussion regarding the Village of Prairie Grove Contract Policy will also be put on the next agenda.

b. Motion to Approve Ordinance #495, Establishing Prevailing Wage Rates for Prairie Grove:

Motion by Trustee Behm, 2nd by Trustee Robak to Approve Ordinance #495, Establishing Prevailing Wage Rates for Prairie Grove. On a Roll Call Vote: Trustees Behm, Robak and President Duda all voted aye, Trustee McConnell voted nay. Motion carried.

c. Authorization for President to Execute IDOT Form, BLR 13230, Engineer's Payment Estimate Number One:

Motion by Trustee Behm, 2nd by Trustee Robak to Authorize President to Execute IDOT Form, BLR 13230, Engineer's Payment Estimate Number One. On a Roll Call Vote: Trustees Behm, McConnell, Robak and President Duda all voted aye. Motion carried.

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

Motion by Trustee Behm, 2nd by Trustee Robak to go into Executive Session at 9:25 PM for the purpose of reviewing Executive Session Minutes dated May 27, 2010 and discussing personnel issues. On a Roll Call Vote: Trustees Behm, McConnell, Robak and President Duda all voted aye. Motion carried.

Re-Enter Open Meeting at 9:57 PM:

Roll Call: Trustees Behm, McConnell, Robak and President Duda all present. Trustees Baudin, Greenwald and Handera absent. Administrator Smith, Clerk Minor and Attorney McArdle also present

Motion by Trustee Robak, 2nd by Trustee McConnell to approve and release the

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Executive Session Minutes dated May 27, 2010. **On a Roll Call Vote: Trustees Behm, McConnell, Robak and President Duda all voted aye. Motion carried.**

10. Motion Authorizing Staff Wage Increases:

Motion by Trustee Robak, 2nd by Trustee Behm to Authorize Staff Wage Increases. On a Roll Call Vote: Trustees Behm, McConnell, Robak and President Duda all voted aye. Motion carried.

11. Adjournment:

Motion by Trustee Robak, 2nd by Trustee Behm to Adjourn this Monthly Board Meeting at 10:05 PM. On a Roll Call Vote: Trustees Behm, McConnell, Robak and President Duda all voted aye, Motion carried.

Respectfully Submitted By:
Kim Minor, Village Clerk