

<p>Village President P. Sean Michels</p> <p>Village Clerk Cynthia Galbreath</p> <p>Village Administrator Brent M. Eichelberger</p>	 <p><b>SUGAR GROVE</b> 10 S. Municipal Drive Sugar Grove, Illinois 60554 Phone: 630-466-4507 Fax: 630-466-4521</p>	<p>Village Trustees</p> <p>Robert Bohler Kevin Geary Sean Herron Mari Johnson Rick Montalto David Paluch</p>
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**June 17, 2014  
Board Meeting  
6:00 P.M.**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Hearing:
  - a. ROW Dedication & Vacation and Grants of Easement
5. Appointments and Presentations
  - a. None
6. Public Comment on Items Scheduled for Action
7. Consent Agenda
  - a. Approval: Minutes of the June 03, 2014 Meeting
  - b. Approval: Vouchers
  - c. Approval: Treasurer's Report
  - d. Resolution: Review and Release of Closed Session Minutes
  - e. Ordinance: Authorizing ROW Vacation \*STAR
  - f. Resolution: Authorizing Grants of Easement \*STAR
  - g. Ordinance: Authorizing ROW Dedication \*STAR
  - h. Ordinance: Amending Village Code Title 3, Chapter 2, Section 13 Package Liquor Sales Hours
  - i. Ordinance: Setting Prevailing Wage 2014
8. General Business
  - a. Resolution: Authorizing the Purchase of a Fingerprint Scanner
9. New Business
  - a. None
10. Reports
  - a. Staff Reports
  - b. Trustee Reports
  - c. Presidents Report
11. Public Comments
12. Airport Report
13. Closed Session: Land Acquisition, Personnel, Litigation
14. Adjournment

**Committee of the Whole Meeting  
6:30 P.M.**

1. Call to Order
2. Roll Call
3. Public Comment
4. Discussion: Dugan & Granart Intersection Project
5. Discussion: EDC Recommendation to Rename Rt. 47
6. Discussion: Commercial or Trade Schools in the M-1 Zoning District
7. Discussion: Water Rate Committee Recommendation
8. Discussion: Police Administrative Officer Position
9. Discussion: Annual Open House
10. Discussion: Activation of a Dormant SSA for Sugar Grove Center
11. Closed Session: Land Acquisition, Personnel, Litigation
12. Adjournment

**June 3, 2014**  
**Village of Sugar Grove**  
**Regular Board Meeting**  
**6:00 PM**

President Michels opened the meeting at 6:00 PM and asked that Trustee Geary lead the Pledge. The roll was then called.

**Present:** Trustee Paluch, Trustee Bohler, Trustee Herron, Trustee Montalto, and Trustee Geary.

**Absent:** Trustee Johnson.

Quorum Established.

**Also Present:**

Administrator Eichelberger, Chief Rollins, Clerk Galbreath, Public Works Director Speciale, Finance Director Chamberlin, and Planner Ferencak

**PUBLIC HEARINGS**

None.

**APPOINTMENTS AND PRESENTATIONS**

None.

**PUBLIC COMMENTS ON ITEMS SCHEDULED FOR ACTION**

President Michels called for any public comment and hearing, none this portion of the agenda was closed.

**CONSENT AGENDA**

- a. Approval: Minutes of the May 06, 2014 Meeting
- b. Approval: Vouchers
- c. Resolution: Supporting Community Based Governmental Services
- d. Resolution: Approving a LOI with IDOT for the IL30 & Dugan Road Intersection Project

Trustee Montalto **moved to approve the Consent.** Trustee Bohler seconded the motion. President Michels then called for a roll call vote.

AYE:	Geary	NAY:	None	ABSENT:	Johnson
	Paluch				
	Montalto				
	Herron				
	Bohler				

Motion Carried.

**GENERAL BUSINESS**

**Resolution: Authorizing a Recapture Agreement – Lot 337 BWT**

Trustee Bohler moved to adopt a **Resolution: Authorizing a Recapture Agreement – Lot 337 BWT**. Trustee Paluch seconded the motion. Staff was asked where the lines would run and how. It was explained that they would all be hard pipes underground directly into the storm water system. President Michels then called for a roll call vote.

AYE:	Geary	NAY:	None	ABSENT:	Johnson
	Paluch				
	Montalto				
	Herron				
	Bohler				

Motion Carried.

**Resolution Authorizing an Agreement for the 2014 MFT Pavement Maintenance Program**

Trustee Bohler moved to adopt a **Resolution Authorizing an Agreement for the 2014 MFT Pavement Maintenance Program**. Trustee Herron seconded the motion. Discussion of doing extra work on Heartland and or Denny Road was had. Staff will investigate which project would benefit more. Discussion of doing some type of temporary work to ease the problems for the one residential home on the end of First Street was also had. No decision was made on solutions for First St. President Michels then called for a roll call vote.

AYE:	Geary	NAY:	None	ABSENT:	Johnson
	Paluch				
	Montalto				
	Herron				
	Bohler				

Motion Carried.

**Discussion: Amending Package Liquor Sales Hours**

The Board discussed amending package sales and sales at the golf course (outside and pro-shop) to begin at 6 a.m. Chief Rollins stated that generally there are no liquor issues in the a.m. and that as businesses are requesting due to lost sales staff is in favor. Staff was directed to have an ordinance prepared and to place it on an upcoming agenda for consideration.

**NEW BUSINESS**

None

**REPORTS**

Thanks was given to the Staff and especially the Police Department for handling the influx of solicitors after the damaging storm. Trustee Montalto asked about tree trimming and if residents can trim their own trees. Director Speciale stated staff is currently attending to the removal of

those trees affected by the EAB and will get to trimming next. It is preferable if residents do not trim their own trees but they can contact public works if they desire to.

The Board and staff discussed street sweeping and Director Speciale stated a meeting is set to discuss the effectiveness.

Trustee Paluch gave a Cornboil report, Trustee Montalto a Chamber Golf outing update.

President Michels thanked the Police Department for their assistance to lead the procession for the Kaneland Track team who took 2<sup>nd</sup> a State. .

### **PUBLIC COMMENTS**

Sean Pjersky presented a list of item he would like to see cleaned up, trimmed etc around the Village.

### **AIRPORT REPORT**

None.

### **Adjournment**

Meeting was reconvened and as no other business was presented, the meeting adjourned at 6:50 p.m.

Respectfully submitted, Cynthia L Galbreath, Clerk

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** PAT CHAMBERLIN, FINANCE DIRECTOR  
**SUBJECT:** MONTHLY TREASURER'S REPORT  
**AGENDA:** JUNE 17, 2014 REGULAR BOARD MEETING  
**DATE:** JUNE 12, 2014

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**ISSUE**

Should the Village Board approve the May 2014 monthly Treasurer's report.

**DISCUSSION**

The Summarized Revenue & Expense Reports are attached (pages 1 - 9). At May 31, 2014 we are through 1 month of the year (8.3%).

The General Fund revenues and expenditures are at 9.3% and 7.4%, respectively. The following expenditures have budget or actual amounts over \$5,000 and are higher than budget by 10% or more:

		<u>Budget</u>	<u>Actual</u>	<u>% Spent</u>	
01-50-6208	Training & Membership	6,383	1,949	30.6%	A
01-51-6209	Uniform Allowance	10,205	4,800	47.1%	B
01-51-6603	Speicalized Supplies	10,525	3,073	29.2%	C
01-56-6307	I.S. Services	5,827	6,236	107.0%	D

- A Adm – This is due the timing of membership dues, which are budgeted items. This account is not expected to exceed fiscal year budget.
- B Pol – This is due to the timing of payments for uniform allowance. This is a budgeted item.
- C Pol – This is due to the purchase of ammuniton. This account will continue to be monitored.
- D Fin – This is due to a higher than expected increase for the Village's financial software maintenance agreement. This account will remain over budget for the fiscal year.

Please note engineering invoices are paid approximately 2 months after services are provided. Thus, engineering services accounts in the General Fund, Infrastructure Fund, and Waterworks and Sewerage Fund will reflect a 2 month lag.

The General Capital Projects Fund revenues are at 11.0% and expenditures are at 2.0%. The expenditures are low due to projects not starting yet this year.

The Industrial TIF #1 Fund revenues and expenditures are at 0.0%. Revenues are expected to be forthcoming; expenditures are low due to projects not starting yet this year.

The Industrial TIF #2 Fund expenditures are at 0.0%. The expenditures are low due to projects not starting yet this year.

The Infrastructure Capital Projects Fund revenues are at 3.7% and expenditures are 0.7%. The expenditures are low due to expenditures being attributable to the prior fiscal year, for which journal entries have already been made.

The Debt Service Fund revenues are at 8.4% and the expenditures are at 0.1%. The expenditures are low due to the timing of debt payments throughout the year.

The Waterworks and Sewerage Fund operating revenues and operating expenses are at 6.6% and 15.1%, respectively. The capital revenues and expenses are at 10.6% and 12.3%, respectively. The main reason for the expenses being high is the timing of debt payments throughout the year. The following expenses have budget or actual amounts over \$5,000 and are higher than budget by 10% or more:

		<u>Budget</u>	<u>Actual</u>	<u>% Spent</u>	
50-50-6307	I.S. Services	8,187	6,236	76.2%	E
50-50-8002	Debt – Principal	639,957	285,000	44.6%	F
50-50-8003	Debt – Interest	164,790	49,275	29.9%	G
50-71-8003	Debt – Interest	95,525	48,213	50.5%	H

E Adm – This is due to a higher than expected increase for the Village’s financial software maintenance agreement. This account will remain over budget for the fiscal year.

F Adm – This is high due to the timing of debt payments throughout the year and will not exceed budget.

G Adm – This is high due to the timing of debt payments throughout the year and will not exceed budget.

H Water Ops. – This is high due to the timing of debt payments throughout the year and will not exceed budget.

The Refuse Fund revenues and expenses are at 8.0% and 0.4%, respectively. The expenses are below expectations due to the timing of payments being made to Waste Management.

Staff projected and included 41 residential and 6 commercial, and 350 miscellaneous permits in the fiscal year 2014 – 2015 budget approved by the Village Board, which we

will track throughout the fiscal year and report on. As of June 12, 2014, 3 of the residential, 2 of the commercial, and 96 of the miscellaneous permits have been issued. The following accounts will be included in each Treasurer's Report to reflect the revenues from building activity:

	<u>Budget</u>	<u>Actual</u>	<u>% Earned</u>
01-00-3310 Building Permits	69,440	14,616	21.1%
01-00-3320 Cert of Occupancy Fees	4,500	500	11.2%
01-00-3330 Plan Review Fees	5,119	1,215	23.8%
01-00-3340 Reinspection Fees	3,051	245	8.1%
01-00-3350 Transition Fees	0	0	0.0%
01-00-3740 Zoning and Filing Fees	8,000	1,050	13.2%
01-00-3760 Review and Dev. Fees	126,680	9,896	7.9%
30-00-3850 Improvement Donations	31,680	0	0.0%
30-00-3851 Emerg Warn Device Fee	0	0	0.0%
30-00-3852 Life Safety-Police	2,330	1,750	75.2%
30-00-3853 Life Safety-Streets	2,330	1,750	75.2%
30-00-3856 Commercial Fee	0	0	0.0%
35-00-3854 Traffic Pre-emption Donate	0	0	0.0%
35-00-3855 Road Impact Fee	160,320	9,320	5.9%
50-00-3310 Meter Reinspections	618	320	51.8%
50-00-3670 Meter Sales	25,580	3,608	14.1%
50-01-3651 Water Tap-On Fees	92,402	12,202	13.2%
50-01-3652 Sewer Tap-On Fees	13,984	2,360	16.9%
50-01-3791 Fire Suppr Tap-On Fee	11,602	8,702	75.0%

### **COST**

There are no direct costs associated with the monthly Treasurer's report.

### **RECOMMENDATION**

That the Board approve the May 2014 monthly Treasurer's reports.

VILLAGE OF SUGAR GROVE  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL FUND						
FOR 1 PERIODS ENDING						
DEPARTMENT DESCRIPTION	MAY 31, 2014		% VARI-ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI-ANCE
	MAY BUDGET	MAY ACTUAL				
<b>REVENUES</b>						
REVENUES	397,903.80	443,914.25	11.5	4,774,844.00	443,914.25	(90.7)
TOTAL REVENUES	397,903.80	443,914.25	11.5	4,774,844.00	443,914.25	(90.7)
<b>EXPENSES</b>						
INFORMATION TECHNOLOGY	3,188.51	42.50	98.6	38,262.00	42.50	99.8
ADMINISTRATION	31,582.07	31,061.65	1.6	378,984.00	31,061.65	91.8
POLICE	189,956.59	198,641.08	(4.5)	2,279,478.00	198,641.08	91.2
PUBLIC WORKS- STREET DIVISION	84,533.07	45,010.04	46.7	1,014,395.00	45,010.04	95.5
BUILDING MAINTENANCE	13,888.78	10,523.62	24.2	166,664.00	10,523.62	93.6
COMMUNITY DEVELOPMENT	53,554.15	40,925.47	23.5	642,649.00	40,925.47	93.6
FINANCE	12,315.34	19,725.44	(60.1)	147,783.00	19,725.44	86.6
BOARD AND COMMISSIONS	7,059.97	3,801.01	46.1	84,719.00	3,801.01	95.5
TOTAL EXPENSES	396,078.48	349,730.81	11.7	4,752,934.00	349,730.81	92.6
TOTAL FUND REVENUES	397,903.80	443,914.25	11.5	4,774,844.00	443,914.25	(90.7)
TOTAL FUND EXPENSES	396,078.48	349,730.81	11.7	4,752,934.00	349,730.81	92.6
SURPLUS (DEFICIT)	1,825.32	94,183.44	5059.8	21,910.00	94,183.44	329.8

VILLAGE OF SUGAR GROVE  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: GENERAL CAPITAL PROJECTS FUND  
 FOR 1 PERIODS ENDING MAY 31, 2014

DEPARTMENT DESCRIPTION	MAY BUDGET	MAY ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
<b>REVENUES</b>						
REVENUES	26,839.93	35,309.37	31.5	322,079.00	35,309.37	(89.0)
<b>TOTAL REVENUES</b>	<b>26,839.93</b>	<b>35,309.37</b>	<b>31.5</b>	<b>322,079.00</b>	<b>35,309.37</b>	<b>(89.0)</b>
<b>EXPENSES</b>						
ADMINSTRATION	0.00	1,200.00	100.0	0.00	1,200.00	100.0
POLICE	9,081.42	9,081.42	0.0	108,977.00	9,081.42	91.6
PUBLIC WORKS STREETS	35,000.00	0.00	100.0	420,000.00	0.00	100.0
BUILDING MAINTENANCE	0.00	0.00	0.0	0.00	0.00	0.0
COMMUNITY DEVELOPMENT	0.00	0.00	0.0	0.00	0.00	0.0
FINANCE	0.00	0.00	0.0	0.00	0.00	0.0
<b>TOTAL EXPENSES</b>	<b>44,081.42</b>	<b>10,281.42</b>	<b>76.6</b>	<b>528,977.00</b>	<b>10,281.42</b>	<b>98.0</b>
<b>TOTAL FUND REVENUES</b>	<b>26,839.93</b>	<b>35,309.37</b>	<b>31.5</b>	<b>322,079.00</b>	<b>35,309.37</b>	<b>(89.0)</b>
<b>TOTAL FUND EXPENSES</b>	<b>44,081.42</b>	<b>10,281.42</b>	<b>76.6</b>	<b>528,977.00</b>	<b>10,281.42</b>	<b>98.0</b>
<b>SURPLUS (DEFICIT)</b>	<b>(17,241.49)</b>	<b>25,027.95</b>	<b>(245.1)</b>	<b>(206,898.00)</b>	<b>25,027.95</b>	<b>(112.0)</b>

VILLAGE OF SUGAR GROVE  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: INDUSTRIAL TIF #1 FUND  
 FOR 1 PERIODS ENDING MAY 31, 2014

DEPARTMENT DESCRIPTION	MAY BUDGET	MAY ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
REVENUES						
REVENUES	44,465.67	0.00	100.0	533,588.00	0.00	100.0
TOTAL REVENUES	44,465.67	0.00	100.0	533,588.00	0.00	100.0
EXPENSES						
PUBLIC WORKS STREETS	65,858.34	0.00	100.0	790,300.00	0.00	100.0
COMMUNITY DEVELOPMENT	41.67	0.00	100.0	500.00	0.00	100.0
TOTAL EXPENSES	65,900.01	0.00	100.0	790,800.00	0.00	100.0
TOTAL FUND REVENUES	44,465.67	0.00	100.0	533,588.00	0.00	100.0
TOTAL FUND EXPENSES	65,900.01	0.00	100.0	790,800.00	0.00	100.0
SURPLUS (DEFICIT)	(21,434.34)	0.00	100.0	(257,212.00)	0.00	100.0

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VILLAGE OF SUGAR GROVE  
SUMMARIZED REVENUE & EXPENSE REPORT

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FOR FUND: INDUSTRIAL TIF #2 FUND  
FOR 1 PERIODS ENDING MAY 31, 2014

DEPARTMENT DESCRIPTION	MAY BUDGET	MAY ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
EXPENSES						
COMMUNITY DEVELOPMENT	41.67	0.00	100.0	500.00	0.00	100.0
TOTAL EXPENSES	41.67	0.00	100.0	500.00	0.00	100.0

VILLAGE OF SUGAR GROVE  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: INFRASTRUCTURE CAP PROJ FUND  
 FOR 1 PERIODS ENDING MAY 31, 2014

DEPARTMENT DESCRIPTION	MAY BUDGET	MAY ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
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REVENUES						
REVENUES	443,844.68	193,735.79	(56.3)	5,326,136.00	193,735.79	(96.3)
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TOTAL REVENUES	443,844.68	193,735.79	(56.3)	5,326,136.00	193,735.79	(96.3)
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EXPENSES						
MOTOR FUEL TAX	23,004.25	0.00	100.0	276,051.00	0.00	100.0
STREETS DIVISION	469,425.59	40,245.80	91.4	5,633,107.00	40,245.80	99.2
BUILDING & ZONING	0.00	0.00	0.0	0.00	0.00	0.0
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TOTAL EXPENSES	492,429.84	40,245.80	91.8	5,909,158.00	40,245.80	99.3
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TOTAL FUND REVENUES	443,844.68	193,735.79	(56.3)	5,326,136.00	193,735.79	(96.3)
TOTAL FUND EXPENSES	492,429.84	40,245.80	91.8	5,909,158.00	40,245.80	99.3
SURPLUS (DEFICIT)	(48,585.16)	153,489.99	(415.9)	(583,022.00)	153,489.99	(126.3)

VILLAGE OF SUGAR GROVE  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: DEBT SERVICE FUND  
 FOR 1 PERIODS ENDING MAY 31, 2014

DEPARTMENT DESCRIPTION	MAY BUDGET	MAY ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
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REVENUES						
REVENUES	75,837.67	75,792.18	0.0	910,052.00	75,792.18	(91.6)
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TOTAL REVENUES	75,837.67	75,792.18	0.0	910,052.00	75,792.18	(91.6)
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EXPENSES						
ADMINISTRATION	75,738.18	400.00	99.4	908,858.00	400.00	99.9
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TOTAL EXPENSES	75,738.18	400.00	99.4	908,858.00	400.00	99.9
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TOTAL FUND REVENUES	75,837.67	75,792.18	0.0	910,052.00	75,792.18	(91.6)
TOTAL FUND EXPENSES	75,738.18	400.00	99.4	908,858.00	400.00	99.9
SURPLUS (DEFICIT)	99.49	75,392.18	5678.6	1,194.00	75,392.18	6214.2

VILLAGE OF SUGAR GROVE  
 SUMMARIZED REVENUE & EXPENSE REPORT

FOR FUND: WATERWORKS & SEWERAGE FUND  
 FOR 1 PERIODS ENDING MAY 31, 2014

DEPARTMENT DESCRIPTION	MAY BUDGET	MAY ACTUAL	% VARI- ANCE	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
<b>REVENUES</b>						
OPERATING REVENUES	276,666.37	217,731.63	(21.3)	3,319,996.00	217,731.63	(93.4)
CAPITAL REVENUES	25,842.19	32,787.17	26.8	310,106.00	32,787.17	(89.4)
<b>TOTAL REVENUES</b>	<b>302,508.56</b>	<b>250,518.80</b>	<b>(17.1)</b>	<b>3,630,102.00</b>	<b>250,518.80</b>	<b>(93.0)</b>
<b>EXPENSES</b>						
INFORMATION TECHNOLOGY	2,513.18	42.49	98.3	30,158.00	42.49	99.8
ADMINISTRATION	139,271.08	398,981.65	(186.4)	1,671,252.00	398,981.65	76.1
PW ADMINISTRATION	71,193.20	66,280.16	6.9	854,317.00	66,280.16	92.2
WATER OPERATIONS	37,883.55	2,859.34	92.4	454,602.00	2,859.34	99.3
SEWER OPERATIONS	7,139.96	7.87	99.8	85,679.00	7.87	99.9
WATER CAPITAL	63,409.17	93,212.51	(47.0)	760,910.00	93,212.51	87.7
SEWER CAPITAL	0.00	0.00	0.0	0.00	0.00	0.0
<b>TOTAL EXPENSES</b>	<b>321,410.14</b>	<b>561,384.02</b>	<b>(74.6)</b>	<b>3,856,918.00</b>	<b>561,384.02</b>	<b>85.4</b>
<b>TOTAL FUND REVENUES</b>	<b>302,508.56</b>	<b>250,518.80</b>	<b>(17.1)</b>	<b>3,630,102.00</b>	<b>250,518.80</b>	<b>(93.0)</b>
<b>TOTAL FUND EXPENSES</b>	<b>321,410.14</b>	<b>561,384.02</b>	<b>(74.6)</b>	<b>3,856,918.00</b>	<b>561,384.02</b>	<b>85.4</b>
<b>SURPLUS (DEFICIT)</b>	<b>(18,901.58)</b>	<b>(310,865.22)</b>	<b>1544.6</b>	<b>(226,816.00)</b>	<b>(310,865.22)</b>	<b>37.0</b>

VILLAGE OF SUGAR GROVE  
 SUMMARIZED REVENUE & EXPENSE REPORT

DEPARTMENT DESCRIPTION	FOR FUND: REFUSE FUND FOR 1 PERIODS ENDING			FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	% VARI- ANCE
	MAY BUDGET	MAY ACTUAL	MAY 31, 2014 %			
<b>REVENUES</b>						
REVENUES	69,445.09	66,643.50	(4.0)	833,341.00	66,643.50	(92.0)
TOTAL REVENUES	69,445.09	66,643.50	(4.0)	833,341.00	66,643.50	(92.0)
<b>EXPENSES</b>						
ADMINISTRATION	67,815.84	3,145.50	95.3	813,790.00	3,145.50	99.6
TOTAL EXPENSES	67,815.84	3,145.50	95.3	813,790.00	3,145.50	99.6
TOTAL FUND REVENUES	69,445.09	66,643.50	(4.0)	833,341.00	66,643.50	(92.0)
TOTAL FUND EXPENSES	67,815.84	3,145.50	95.3	813,790.00	3,145.50	99.6
SURPLUS (DEFICIT)	1,629.25	63,498.00	3797.3	19,551.00	63,498.00	224.7

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT MICHELS & BOARD OF TRUSTEES  
**FROM:**  
**SUBJECT:** APPROVAL OF VOUCHERS  
**AGENDA:** JUNE 17, 2014 BOARD MEETING  
**DATE:** JUNE 13, 2014

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**ISSUE**

Approval of Vouchers

**DISCUSSION**

Vouchers for items purchased are submitted for payment and manual checks are noted for ratification.

**COST**

Vouchers total \$186,123.91 and manual checks total \$1,732,760.26

**RECOMMENDATION**

Approval of vouchers totalling \$186,123.91 and ratification of manual checks totaling \$1,732,760.26.

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
A0118	AT&T						
0575-04/12	06/05/14	01	POL/T1 9445	01516502		06/17/14	407.00
						INVOICE TOTAL:	407.00
0575-5/12	06/05/14	01	POL/TI 9445	01516502		06/17/14	165.44
						INVOICE TOTAL:	165.44
630466452105	05/25/14	01	IT/5/25-6/24 AT&T	01496502		06/17/14	45.00
		02	ADM/5/25-6/24 AT&T	01506502			21.77
		03	FIN/5/25-6/24 AT&T	01566502			21.77
		04	PWIT/5/25-6/24 AT&T	50496502			44.99
		05	W&S/5/25-6/24 AT&T	50506502			22.44
						INVOICE TOTAL:	155.97
						VENDOR TOTAL:	728.41
B0202	BP						
595682	06/06/14	01	POL/ACCT:5902008993GAS 5/6-6/5	01516601		06/17/14	2,211.53
						INVOICE TOTAL:	2,211.53
						VENDOR TOTAL:	2,211.53
B0204	B D K DOOR INC.						
10223	06/06/14	01	BM/OVERHEAD DOOR REPAIRS 50%	01546406		06/17/14	214.76
		02	W&S/OVERHEAD DOOR REPAIRS 50%	50596406			214.75
						INVOICE TOTAL:	429.51
						VENDOR TOTAL:	429.51
B0816	BETTER BUSINESS PLANNING						
22534 HRA	06/01/14	01	HRA ADMINISTRATIVE SVC JUNE 20	01566309		06/17/14	67.50
						INVOICE TOTAL:	67.50
22535FSA	06/01/14	01	FSA ADMIN FEE JUNE 2014	01566309		06/17/14	15.00
		02	FSA ADMIN FEE JUNE 2014	50506309			15.00
						INVOICE TOTAL:	30.00
						VENDOR TOTAL:	97.50

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-----							
C0024	CONNOR CO.						
S6169334.001	05/27/14	01	W&S/PLUMBING SUPPLIES	50606603		06/17/14	192.25
						INVOICE TOTAL:	192.25
						VENDOR TOTAL:	192.25
C0031	CINTAS FIRE PROTECTION CORP						
F9400078474	05/22/14	01	W&S/WELL 11 05-07 2014	50596406		06/17/14	216.00
						INVOICE TOTAL:	216.00
F9400078688	05/27/14	01	BM/601 HEARTLAND 05/21/14 50%	01546406		06/17/14	797.23
		02	W&S/601 HEARTLAND 05/21/14 50%	50596406			797.22
						INVOICE TOTAL:	1,594.45
						VENDOR TOTAL:	1,810.45
C0036	CONSTELLATION						
0015173806	05/23/14	01	W&S/0135162168ENRGY 4/23-5/20	50606511		06/17/14	2,066.07
		02	W&S/0135162168DLVRY 4/23-5/20	50606511			1,605.55
						INVOICE TOTAL:	3,671.62
00153151170001	06/04/14	01	W&S/0399050054ENRGY 5/1-6/1/14	50606511		06/17/14	110.32
		02	W&S/0399050054DLVRY 5/1-6/1/14	50606511			1,148.43
						INVOICE TOTAL:	1,258.75
						VENDOR TOTAL:	4,930.37
C0361	COM ED						
060514L	06/05/14	01	S&P/0053059135LIGHTS 5/6-6/5	01536511		06/17/14	130.70
						INVOICE TOTAL:	130.70
060514M	06/05/14	01	S&P/0612101014LIGHTS 5/5-6/4	01536511		06/17/14	3.26
						INVOICE TOTAL:	3.26
060514O	06/05/14	01	S&P/9369045017LIGHTS 5/5-6/4	01536511		06/17/14	3.26
						INVOICE TOTAL:	3.26
						VENDOR TOTAL:	137.22

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-----							
C0362	COMMONWEALTH EDISON						
060314	06/03/14	01	W/0039152077 WH 6 5/1-6/2	50606511		06/17/14	55.83
						INVOICE TOTAL:	55.83
060314B	06/03/14	01	S/1035032066 LS8 5/1-6/2	50656511		06/17/14	139.77
						INVOICE TOTAL:	139.77
060314C	06/03/14	01	S/1209054036 LS6 5/1-6/2	50656511		06/17/14	56.68
						INVOICE TOTAL:	56.68
060314D	06/03/14	01	S/1311106047 LS7 5/1-6/2	50656511		06/17/14	114.45
						INVOICE TOTAL:	114.45
060314E	06/03/14	01	W/1581052012 WH5 5/1-6/2	50606511		06/17/14	197.66
						INVOICE TOTAL:	197.66
060314F	06/03/14	01	W/1713098046 WH7 5/1-6/2	50606511		06/17/14	252.24
						INVOICE TOTAL:	252.24
060314G	06/03/14	01	W/2073094061 WH8 5/1-6/2	50606511		06/17/14	132.43
						INVOICE TOTAL:	132.43
060314H	06/03/14	01	W/2151031026 WH3 5/1-6/2	50606511		06/17/14	251.27
						INVOICE TOTAL:	251.27
060314I	06/03/14	01	S/2295116015 LS4 5/1-6/2	50656511		06/17/14	251.49
						INVOICE TOTAL:	251.49
060314J	06/03/14	01	W/2763123040 WH4 5/1-6/2	50606511		06/17/14	197.38
						INVOICE TOTAL:	197.38
						VENDOR TOTAL:	1,649.20
C0384	COMPUTER NETWORK MGMT. LLC						
140519	05/31/14	01	IT/MAINTENANCE WORK	01496307		06/17/14	1,090.79

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C0384	COMPUTER NETWORK MGMT. LLC						
140519	05/31/14	02	PWIT/MAINTENANCE WORK	50496307		06/17/14	1,090.79
		03	PW/TONER FOR BROTHER PRINTER	50596613			93.50
		04	FIN/TONER FOR BROTHER PRINTER	01566613			92.50
		05	PWIT/JUNGLE DISK BU MONTHLY	50496307			29.00
		06	IT/JUNGLE DISK BU MONTHLY	01496307			29.00
		07	IT/PAPER	01496613			33.03
						INVOICE TOTAL:	2,458.61
						VENDOR TOTAL:	2,458.61
E0012	RANDALL ERICKSON						
2014608	06/08/14	01	CD/31 INSPECTION 5/26-6/8/14	01556309		06/17/14	1,240.00
						INVOICE TOTAL:	1,240.00
						VENDOR TOTAL:	1,240.00
E0544	ENGINEERING ENTERPRISES, INC.						
54439	05/28/14	01	CD/HANNAFORDFARMSPHS2 SG0720	01556303		06/17/14	125.00
						INVOICE TOTAL:	125.00
54440	05/28/14	01	CD/PRAIRIEGLENUNIT1 SG0734	01556303		06/17/14	375.00
						INVOICE TOTAL:	375.00
54441	05/28/14	01	CD/AMERICNHRTLND BANK SG1209	01556303		06/17/14	310.50
						INVOICE TOTAL:	310.50
54442	05/28/14	01	S&P/DUGANRDLAFO SG1302	32536303		06/17/14	2,346.10
						INVOICE TOTAL:	2,346.10
54443	05/28/14	01	CD/AURORASPORTSMANSCLB SG1306	01556303		06/17/14	112.50
						INVOICE TOTAL:	112.50
54444	05/28/14	01	S&P/I88&RT47PSE1SG1310	35536305		06/17/14	684.00
						INVOICE TOTAL:	684.00

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-----							
E0544	ENGINEERING ENTERPRISES, INC.						
54445	05/28/14	01	CD/LOT 10 SG CTR(ACE) SG1312	01556303		06/17/14	749.25
						INVOICE TOTAL:	749.25
54446	05/28/14	01	S&P/SGDRAINANGEDIST#1SG1313	01536303		06/17/14	562.50
						INVOICE TOTAL:	562.50
54447	05/28/14	01	S&P/USRT3OUTLTESIDOTPROJSG1315	01536303		06/17/14	85.50
						INVOICE TOTAL:	85.50
54448	05/28/14	01	S&P/USRT30&DUGAN SG1316	01536303		06/17/14	256.50
						INVOICE TOTAL:	256.50
54449	05/28/14	01	CD/SG GENERAL SG1400	01556303		06/17/14	773.25
		02	S&P/SG GENERAL SG1400	01556303			976.50
						INVOICE TOTAL:	1,749.75
54450	05/28/14	01	CD/PRAIRIEGLENORLEANS SG1401	01556303		06/17/14	924.00
						INVOICE TOTAL:	924.00
54451	05/28/14	01	CD/SENIOR LIVING CTR SG1402	01556303		06/17/14	1,704.00
						INVOICE TOTAL:	1,704.00
54452	05/28/14	01	CD/2014VILLGEZONINGMAPSG1403	01556303		06/17/14	59.50
						INVOICE TOTAL:	59.50
54453	05/28/14	01	S&P/ILRT47@BLISS/WHEELER SG140	35536303		06/17/14	12,159.00
						INVOICE TOTAL:	12,159.00
54454	05/28/14	01	S&P/2014MFTPROGRAM SG107	35536303		06/17/14	10,758.40
						INVOICE TOTAL:	10,758.40
						VENDOR TOTAL:	32,961.50
-----							
F0013	WRIGHT EXPRESS FSC						
36970142	05/31/14	01	S&P/GASOLINE MAY 14	01536601		06/17/14	50.18

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-----							
F0013	WRIGHT EXPRESS FSC						
36970142	05/31/14	02	S&P/GASOLINE MAY 14	01546601		06/17/14	1,388.30
						INVOICE TOTAL:	1,438.48
36975930	05/31/14	01	POL/GASOLINE MAY 14	01516601		06/17/14	2,126.22
						INVOICE TOTAL:	2,126.22
36979437	05/31/14	01	W&S/GASOLINE MAY 14	50596601		06/17/14	2,197.49
		02	CD/GASOLINE MAY 14	01556601			408.15
		03	FIN/GASOLINE MAY 14 50%	01566601			31.02
		04	W&S/GASOLINE MAY 14 50%	50506601			31.02
						INVOICE TOTAL:	2,667.68
						VENDOR TOTAL:	6,232.38
F0629	FOX VALLEY FORD						
152395	01/20/14	01	POL/LAMP ASSEMBLY	01516407		06/17/14	87.00
						INVOICE TOTAL:	87.00
						VENDOR TOTAL:	87.00
F1126	FEDEX OFFICE						
362400004998	05/07/14	01	CD/AMRHRTLANDPLAT COPIES	01556504		06/17/14	25.65
						INVOICE TOTAL:	25.65
						VENDOR TOTAL:	25.65
F8031	FLATSO'S TIRE SHOP INC						
060214	06/02/14	01	S&P/MOWER TIRES	01536612		06/17/14	140.00
						INVOICE TOTAL:	140.00
						VENDOR TOTAL:	140.00
G0001	GATE OPTIONS						
33113	05/22/14	01	W&S/GATE REPAIRS WELL 9	50606403		06/17/14	175.00
						INVOICE TOTAL:	175.00
						VENDOR TOTAL:	175.00

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-----							
G0709	GEMPLER'S, INC.						
1019958542	01/24/14	01	W&S/SHIPPING SAVER	50596501		06/17/14	44.00
						INVOICE TOTAL:	44.00
						VENDOR TOTAL:	44.00
G1123	GRAINCO FS, INC.						
832	05/29/14	01	S&P/WEED CHEMICALS	01536606		06/17/14	237.51
		02	W&S/WEED CHEMICALS	50606606			237.51
						INVOICE TOTAL:	475.02
						VENDOR TOTAL:	475.02
G8006	CITY OF GENEVA						
2015-00060009	05/01/14	01	POL/TRI-COM DISPCH MAY-JULY 14	01516502		06/17/14	25,747.00
						INVOICE TOTAL:	25,747.00
						VENDOR TOTAL:	25,747.00
H0006	HARRIS COMPUTER SYSTEMS						
XT00004384	05/31/14	01	W&S/REP942SUG PRG MAINT	50506307		06/17/14	150.00
						INVOICE TOTAL:	150.00
XT00004420	05/30/14	01	W&S/ICONNECT HOSTING MAY 2014	50506307		06/17/14	208.25
						INVOICE TOTAL:	208.25
						VENDOR TOTAL:	358.25
H0803	HACH COMPANY						
8855906	05/30/14	01	W&S/LAB SUPPPLIES & CHLORINE	50606607		06/17/14	513.88
						INVOICE TOTAL:	513.88
						VENDOR TOTAL:	513.88
I0032	ILMO PRODUCTS COMPANY						
00606147	05/27/14	01		01516603		06/17/14	74.00
						INVOICE TOTAL:	74.00
						VENDOR TOTAL:	74.00

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-----							
I0907	ILLINOIS CITY/CNTY MGMT ASSOC						
2014-2015	06/05/14	01	ADM/ILCMA DUES BE 2014-2015	01506208		06/17/14	319.88
						INVOICE TOTAL:	319.88
						VENDOR TOTAL:	319.88
I0918	ILLINOIS RURAL WATER ASSOC						
15685	05/16/14	01	W&S/MEMBERSHIP 7/1-6/30	50596208		06/17/14	477.42
						INVOICE TOTAL:	477.42
						VENDOR TOTAL:	477.42
I0959	INTERGOVERNMENTAL RISK						
0013403	05/31/14	01	ADM/DEDUCTIBLE MAY 2014	01506514		06/17/14	111.58
		02	W&S/DEDUCTIBLE MAY 2014	50506514			111.57
						INVOICE TOTAL:	223.15
						VENDOR TOTAL:	223.15
J1003	J & S CONSTRUCTION						
2034444	05/30/14	01	W&S/INSTALL5'VAULT&VALVEW/APLU	50606309		06/17/14	3,317.16
						INVOICE TOTAL:	3,317.16
						VENDOR TOTAL:	3,317.16
K0017	KONICA MINOLTA PREMIER FINANCE						
254358138	05/24/14	01	ADM/COPIER LEASE MAY 14 47.9%	01506402		06/17/14	239.30
		02	UB/COPIER LEASE MAY 14 16.0%	50506402			79.75
		03	POL/COPIER LEASE MAY 14 36.1%	01516402			180.95
		04	S&P/COPIER LEASE MAY 14 15.0%	01536402			43.20
		05	BM/COPIER LEASE MAY 14 2.0%	01546402			5.76
		06	CD/COPIER LEASE MAY 14 70.0%	01556402			201.60
		07	W&S/COPIER LEASE MAY 14 13.0%	50596402			37.44
						INVOICE TOTAL:	788.00
						VENDOR TOTAL:	788.00

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-----							
K0021	KB COLLISION & CUSTOMS						
04082014	04/08/14	01	POL/REPAIR FOR SQUAD41	01516407		06/17/14	394.80
						INVOICE TOTAL:	394.80
						VENDOR TOTAL:	394.80
K1106	KANE COUNTY RECORDER						
SGRV050714	05/07/14	01	CD/AMERICAN HRTLAND RESUBDIVIS	01556309		06/17/14	176.00
						INVOICE TOTAL:	176.00
SGRV050814	05/08/14	01	ORDINANCE-MEADOWRIDGE VILLA	01556309		06/17/14	160.00
						INVOICE TOTAL:	160.00
SGRV053014	05/30/14	01	W&S/ W&S LEIN- 139 ATKINSON DR	50506309		06/17/14	32.00
						INVOICE TOTAL:	32.00
						VENDOR TOTAL:	368.00
K1321	KONICA MINOLTA BUSINESS						
9000640134	05/31/14	01	ADM/COPIES THRU 5/31/14	01506403		06/17/14	7.36
		02	POL/COPIES THRU 5/31/14	01516403			120.75
		03	FIN/COPIES THRU 5/31/14	01566403			84.87
		04	UB/COPIES THRU 5/31/14	50506403			157.04
		05	BOARD/COPIES THRU 5/31/14	01576403			135.94
						INVOICE TOTAL:	505.96
						VENDOR TOTAL:	505.96
L0005	LAFARGE ELBURN LLC						
30372218	05/27/14	01	S&P/CRUSHED GRAVEL 1ST/WHILDIN	01536609		06/17/14	348.08
						INVOICE TOTAL:	348.08
						VENDOR TOTAL:	348.08
M0024	MCHENRY ANALYTICAL WATER						
1402800	06/03/14	01	W&S/WATER SAMPLES COLIFORM	50606311		06/17/14	199.50
						INVOICE TOTAL:	199.50
						VENDOR TOTAL:	199.50

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M1371	MICKEY, WILSON, WEILER,						
51333	06/02/14	01	LEGAL SERVICES-MAY 2014	01506301		06/17/14	500.00
						INVOICE TOTAL:	500.00
51334	06/02/14	01	LEGAL SERVICES-MAY 2014	01556301		06/17/14	1,245.00
						INVOICE TOTAL:	1,245.00
51335	06/02/14	01	LEGAL SERVICES-MAY 2014	01506301		06/17/14	525.00
						INVOICE TOTAL:	525.00
51336	06/02/14	01	LEGAL SERVICES-MAY 2014	01516301		06/17/14	1,485.00
						INVOICE TOTAL:	1,485.00
51337	06/02/14	01	LEGAL SERVICES-MAY 2014	30536301		06/17/14	360.00
						INVOICE TOTAL:	360.00
51338	06/02/14	01	LEGAL SERVICES-MAY 2014	01556301		06/17/14	1,252.50
						INVOICE TOTAL:	1,252.50
51339	06/02/14	01	LEGAL SERVICES-MAY 2014	30506301		06/17/14	605.00
						INVOICE TOTAL:	605.00
						VENDOR TOTAL:	5,972.50
N0280	NCPERS GROUP LIFE INSURANCE						
41660614	05/23/14	01	BEACH, BRYAN	01002180		06/17/14	16.00
		02	LEMKE, CHRIS	01002180			16.00
		03	MILEWSKI, JENNIFER	01002180			16.00
		04	PAYTON, GEOFFREY	01002180			16.00
		05	ROSSLER, JACOB	01002180			16.00
		06	SPECIALE, ANTHONY	01002180			16.00
		07	GALBREATH, CINDY	01002180			16.00
		08	SUPPLEMENTAL LIFE- JUNE 2014	** COMMENT **			
						INVOICE TOTAL:	112.00
77040614	05/23/14	01	BARNA, TOM	01002180		06/17/14	16.00

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-----							
N0280	NCPERS GROUP LIFE INSURANCE						
77040614	05/23/14	02	SUPPLEMENTAL LIFE - JUNE 2014	** COMMENT **		06/17/14	
						INVOICE TOTAL:	16.00
						VENDOR TOTAL:	128.00
N1415	NICOR GAS						
052214A	05/22/14	01	W&S/7210008 WH4 4/23-5/22	50606510		06/17/14	23.14
						INVOICE TOTAL:	23.14
052214B	05/22/14	01	W&S/7900003 WH7 4/23-5/22	50606510		06/17/14	83.36
						INVOICE TOTAL:	83.36
052214C	05/22/14	01	W&S/2635188 LS7 4/23-5/22	50656510		06/17/14	28.03
						INVOICE TOTAL:	28.03
052214D	05/22/14	01	W&S/0482487 LS9 4/23-5/22	50656510		06/17/14	81.83
						INVOICE TOTAL:	81.83
053014	05/30/14	01	W&S/29-34904 LS8 4/29-5/29	50656510		06/17/14	30.00
						INVOICE TOTAL:	30.00
						VENDOR TOTAL:	246.36
N1444	NORTH AMERICAN SALT CO.						
71172429	05/21/14	01	W&S/ SALT WELL #10	50606607		06/17/14	2,808.87
						INVOICE TOTAL:	2,808.87
71173412	05/23/14	01	W&S/ SALT WELL #10	50606607		06/17/14	2,649.19
						INVOICE TOTAL:	2,649.19
						VENDOR TOTAL:	5,458.06
O1520	THE OFFICE WORKS						
2338701	05/27/14	01	POL/PAPER,BINDER CLIPS, MARKER	01516613		06/17/14	114.93
						INVOICE TOTAL:	114.93

DATE: 06/13/14  
TIME: 11:17:07  
ID: AP441000.WGW

VILLAGE OF SUGAR GROVE  
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 06/17/2014

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
D1520	THE OFFICE WORKS						
234018	05/31/14	01	POL/PENS	01516613		06/17/14	14.49
						INVOICE TOTAL:	14.49
234177	06/04/14	01	BRD/WINDOW ENVELOPES	01576613		06/17/14	95.00
		02	FIN/WINDOW ENVELOPES	01566613			95.00
		03	W&S/WINDOW ENVELOPES	50506613			95.00
						INVOICE TOTAL:	285.00
234266	06/06/14	01	POL/TONER	01516613		06/17/14	124.99
						INVOICE TOTAL:	124.99
						VENDOR TOTAL:	539.41
P0006	PADDOCK PUBLICATIONS INC						
T4374885	05/31/14	01	CD/MUNICPLDR ROW VACA PN	01556503		06/17/14	89.70
						INVOICE TOTAL:	89.70
						VENDOR TOTAL:	89.70
P1618	PESSINA TREE SERVICE						
1674-01	05/22/14	01	S&P/1913,1915,1916 ANNETTES	01536405		06/17/14	2,400.00
		02	REMOVE TREES-	** COMMENT **			
						INVOICE TOTAL:	2,400.00
						VENDOR TOTAL:	2,400.00
P1636	POMP'S TIRE SERVICE, INC						
410166614	04/07/14	01	POL/TIRES QTY 4	01516407		06/17/14	510.12
						INVOICE TOTAL:	510.12
410178082	05/28/14	01	POL/TIRES QTY 8	01516407		06/17/14	1,068.28
						INVOICE TOTAL:	1,068.28
						VENDOR TOTAL:	1,578.40
R0023	RT REPAIRS						

DATE: 06/13/14  
TIME: 11:17:07  
ID: AP441000.WOW

VILLAGE OF SUGAR GROVE  
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 06/17/2014

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
R0023			RT REPAIRS				
9506	05/08/14	01	S&P/TRUCK REPAIRS TRK #2	01536407		06/17/14	3,103.01
						INVOICE TOTAL:	3,103.01
9510	05/09/14	01	W&S/TRUCK REPAIRS TRK #14	50596407		06/17/14	500.00
						INVOICE TOTAL:	500.00
						VENDOR TOTAL:	3,603.01
R1844			RIVER VIEW FORD, INC.				
11309	05/16/14	01	W&S/REPAIR PARTS TRK #1	50596617		06/17/14	227.52
						INVOICE TOTAL:	227.52
FOCS342905	05/29/14	01	POL/REPAIRS 09 FORD EXPEDITION	01516407		06/17/14	79.95
						INVOICE TOTAL:	79.95
						VENDOR TOTAL:	307.47
R8120			ROSS MECHANICAL GROUP INC				
140659	06/03/14	01	W&S/PLUMBING REPAIR WELL 10	50596406		06/17/14	315.00
						INVOICE TOTAL:	315.00
						VENDOR TOTAL:	315.00
S0006			SUPERIOR ASPHALT MATERIALS LLC				
20140324	05/22/14	01	S&P/COLD PATCH	01536609		06/17/14	1,307.84
						INVOICE TOTAL:	1,307.84
						VENDOR TOTAL:	1,307.84
T0000879			DONEE SPIZZIRRI				
050614	05/06/14	01	S&P/MAIL BOX REPLACEMENT	01536606		06/17/14	48.49
						INVOICE TOTAL:	48.49
						VENDOR TOTAL:	48.49
T0001437			LORI JENNINGS				

DATE: 06/13/14  
TIME: 11:17:07  
ID: AP441000.WOW

VILLAGE OF SUGAR GROVE  
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 06/17/2014

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
T0001437 LORI JENNINGS							
060214	06/02/14	01	S&P/MAIL BOX REPLCMNT	01536606		06/17/14	36.93
						INVOICE TOTAL:	36.93
						VENDOR TOTAL:	36.93
T0001438 BRIAN & TRACEY JACQUAY							
0281000049-02	06/02/14	01	W&S/FNL W&S REF1752HUNTERIDGE	50001210		06/17/14	15.24
						INVOICE TOTAL:	15.24
						VENDOR TOTAL:	15.24
T0001439 GEORGE & CATHY BARNARD							
0264000441-04	06/02/14	01	W&S/FNLOVERPYMNT 228 BRAEBURN	50001210		06/17/14	22.44
						INVOICE TOTAL:	22.44
						VENDOR TOTAL:	22.44
T0001440 REO PROPERTY CONSULTANTS							
0253000311-02	06/02/14	01	W&S/FINLOVRPYMT 109 W PARK C	50001210		06/17/14	127.80
						INVOICE TOTAL:	127.80
						VENDOR TOTAL:	127.80
T0001441 PAMELA LATORIA							
0250000563-00	05/30/14	01	W&S/FNLOVERPYMNT 366 MALLARD	50001210		06/17/14	44.08
						INVOICE TOTAL:	44.08
						VENDOR TOTAL:	44.08
T0001442 PG COMMONS LLC							
5222014	05/22/14	01	CD/MAINTBOND FOR WALGREENS	01002359		06/17/14	5,261.06
						INVOICE TOTAL:	5,261.06
						VENDOR TOTAL:	5,261.06
T0012 THIRD MILLENNIUM							

DATE: 06/13/14  
TIME: 11:17:07  
ID: AP441000.WOW

VILLAGE OF SUGAR GROVE  
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 06/17/2014

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
T0012	THIRD MILLENNIUM						
17006	05/31/14	01	W&S/PRINT&MAIL UB APRIL 2014	50506309		06/17/14	791.98
						INVOICE TOTAL:	791.98
						VENDOR TOTAL:	791.98
T2016	THERMA-STOR LLC						
2691463	06/03/14	01	W&S/DEHUMIDIFIER REPAIRS	50606403		06/17/14	110.97
						INVOICE TOTAL:	110.97
						VENDOR TOTAL:	110.97
W2305	WARREN HESTEKIN						
060414	06/04/14	01	S&P/50/50 SIDEWALK 100 MONNA	01536405		06/17/14	350.00
						INVOICE TOTAL:	350.00
						VENDOR TOTAL:	350.00
W2306	WATER SOLUTIONS						
34873	05/22/14	01	W&S/WSU118	50606607		06/17/14	2,625.96
		02	W&S/ FUEL CHARGE	50606607			33.18
						INVOICE TOTAL:	2,659.14
						VENDOR TOTAL:	2,659.14
W2315	WASTE MANAGEMENT						
3356133-2011-8	06/01/14	01	REFUSE COLLECTION- MAY 2014	57506513		06/17/14	62,614.03
						INVOICE TOTAL:	62,614.03
						VENDOR TOTAL:	62,614.03
W2318	WEBLINK, INC.						
19643	06/03/14	01	ISSERV/ANNUAL WEB HOSTING 2014	01496307		06/17/14	220.00
						INVOICE TOTAL:	220.00
						VENDOR TOTAL:	220.00

DATE: 06/13/14  
TIME: 11:17:07  
ID: AP441000.WOW

VILLAGE OF SUGAR GROVE  
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 06/17/2014

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
W2330	WHOLESALE TIRE CO						
148013	05/15/14	01	S&P/TIRES TRK #02	01536407		06/17/14	873.96
						INVOICE TOTAL:	873.96
						VENDOR TOTAL:	873.96
Y2515	YORKVILLE NAPA AUTO PARTS						
74446	05/08/14	01	W&S/BREAKS &BALL JOINTS TRK1	50596617		06/17/14	1,217.25
						INVOICE TOTAL:	1,217.25
74482	05/08/14	01	W&S/BREAK LUBE TRK1	50596617		06/17/14	13.99
						INVOICE TOTAL:	13.99
74956	05/13/14	01	W&S/WHEEL BEARINGS TRK 1	50596617		06/17/14	199.38
						INVOICE TOTAL:	199.38
75053	05/14/14	01	W&S/CORE DEPOSIT	50596617		06/17/14	-112.44
						INVOICE TOTAL:	-112.44
75090	05/15/14	01	S&P/VEHICLE REPAIR SUPPLIES	01536617		06/17/14	136.59
		02	W&S/VEHICLE REPAIR SUPPLIES	50596617			136.59
						INVOICE TOTAL:	273.18
75509	05/20/14	01	W&S/RETURNS AND CORE DEPOSIT	50596617		06/17/14	-289.99
						INVOICE TOTAL:	-289.99
75859	05/23/14	01	W&S/BATTERY TESTER	50596617		06/17/14	20.00
		02	S&P/BATTERY TESTER	01536617			19.99
						INVOICE TOTAL:	39.99
						VENDOR TOTAL:	1,341.36
						TOTAL ALL INVOICES:	186,123.91

DATE: 06/13/2014  
TIME: 09:12:34  
ID: AP444000.WOW

VILLAGE OF SUGAR GROVE  
DETAIL BOARD REPORT

MANUAL CHECKS ISSUED 06/04/2014 THRU 06/13/2014

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	CHECK #	CHECK DATE	ITEM AMT
-----							
C8035	CHICAGO TITLE COMPANY						
0140-008947503	06/09/14	01	ADMIN/PURCHASE140/160MUNICIPAL	30507002	045954	06/10/14	1,169.50
		02	TITLE ORDER #01410008947503	** COMMENT **			
						INVOICE TOTAL:	1,169.50
						VENDOR TOTAL:	1,169.50
F0673	TERRI FERRARIO						
060414	06/04/14	01	S&P/COFFEE, CREAM & SUGAR	01536508	045952	06/04/14	29.86
		02	W&S/COFFEE, CREAM & SUGAR	50596508			29.86
		03	CD/COFFEE, CREAM & SUGAR	01556508			29.86
		04	BD/COFFEE, CREAM & SUGAR	01576508			68.57
						INVOICE TOTAL:	158.15
						VENDOR TOTAL:	158.15
T2035	TREASURER STATE OF ILLINOIS						
107048	05/28/14	01	S&P/MUNIC DR CONST. COSTS	35537008	045953	06/04/14	1,731,433.11
						INVOICE TOTAL:	1,731,433.11
						VENDOR TOTAL:	1,731,433.11
						TOTAL ALL INVOICES:	1,732,760.76

**VILLAGE OF SUGAR GROVE  
KANE COUNTY, ILLINOIS**

**RESOLUTION NO. 20140617B**

**A Resolution Concerning the Review of Executive Session Minutes**

**BE IT RESOLVED** by the Board of Trustees of the Village of Sugar Grove, Kane County, Illinois as follows:

**WHEREAS**, the Village of Sugar Grove is required to periodically review the minutes of all executive sessions; and

**WHEREAS**, the President and the Board of Trustees for the Village of Sugar Grove have reviewed the minutes of all closed sessions of the Board occurring within the previous six (6) months;

**BE IT THEREFORE RESOLVED**, that the President and the Board of Trustees for the Village of Sugar Grove has determined that at this time there are no minutes, or portions that are not confidential and, therefore, available for public inspection.

**BE IT FURTHER RESOLVED**, that the President and the Board of Trustees for the Village of Sugar Grove has determined that the minutes or portions thereof as attached and labeled Exhibit A continue to require confidentiality, in order to protect the public interest or the privacy of an individual, and as such will remain unavailable for public inspection.

**BE IT FURTHER RESOLVED** that the President and Board of Trustees approve the destruction of audio tapes of closed meetings prior to January 2013 as set forth by Resolution 20031216C, A Resolution Adopting a Policy for the Keeping of a Verbatim Record of Closed Meetings Under the Illinois Open Meetings Act.

**PASSED AND APPROVED** by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois on this 17th day of June, 2014.

BY: \_\_\_\_\_  
P. Sean Michels, President of the Village Sugar Grove

	AYES	NAYS	ABSENT
Johnson	_____	_____	_____
Bohler	_____	_____	_____
Geary	_____	_____	_____
Paluch	_____	_____	_____
Montalto	_____	_____	_____
Herron	_____	_____	_____

ATTEST:

\_\_\_\_\_  
Cynthia L. Galbreath, Clerk, Village of Sugar Grove

| Minutes<br>Date |
|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| 06/14/93        | 01/25/00        | 08/14/01        | 01/07/03        | 01/04/05        | 01/08/08        | 04/19/11        |
| 06/28/93        | 01/02/00        | 08/21/01        | 01/21/03        | 02/01/05        | 02/05/08        | 05/17/11        |
| 10/11/93        | 01/18/00        | 10/16/01        | 02/04/03        | 03/22/05        | 07/15/08        | 07/19/11        |
| 06/20/94        | 03/28/00        | 10/09/01        | 03/04/03        | 06/14/05        | 09/16/08        | 08/02/11        |
| 07/12/93        | 01/11/00        | 09/25/01        | 02/01/03        | 03/08/08        | 06/17/08        | 09/06/11        |
| 11/22/93        | 02/22/00        | 10/23/01        | 02/18/03        | 05/31/05        | 08/05/08        | 09/20/11        |
| 10/17/94        | 06/06/00        | 12/18/01        | 03/17/03        | 06/28/05        | 09/28/08        | 10/04/11        |
| 12/05/94        | 07/18/00        | 01/08/02        | 03/18/03        | 07/05/05        | 10/21/08        | 12/06/11        |
| 04/01/96        | 09/20/00        | 04/16/02        | 05/06/03        | 09/20/05        | 01/20/09        | 01/03/12        |
| 01/03/95        | 09/05/00        | 03/05/02        | 03/25/03        | 07/19/05        | 11/18/08        | 01/17/12        |
| 03/31/95        | 09/19/00        | 04/09/02        | 04/15/03        | 09/06/05        | 01/06/09        | 02/07/12        |
| 03/20/95        | 09/12/00        | 3-5b            | 04/02/03        | 08/02/05        | 12/16/08        | 02/14/12        |
| 05/06/96        | 09/26/00        | 05/02/02        | 05/20/03        | 10/18/05        | 01/27/09        | 04/17/12        |
| 06/10/96        | 10/17/00        | 06/04/02        | 08/19/03        | 07/05/06        | 06/16/09        | 05/01/12        |
| 06/03/96        | 10/06/00        | 05/21/02        | 08/05/03        | 11/15/05        | 06/02/09        | 06/19/12        |
| 08/05/96        | 12/19/00        | 06/11/02        | 09/02/03        | 07/18/06        | 09/01/09        | 7/17/12         |
| 11/18/96        | 01/16/01        | 07/19/02        | 11/18/03        | 1-23-07         | 09/29/09        | 7/30/12         |
| 04/15/97        | 02/06/01        | 08/06/02        | 12/02/03        | 02/20/07        | 10/06/09        | 8/7/12          |
| 09/29/97        | 02/13/01        | 08/13/02        | 12/16/03        | 4-3-07          | 11/03/09        | 9/4/12          |
| 10/20/97        | 02/20/01        | 08/20/02        | 02/03/04        | 5-1-07          | 12/01/09        | 10/30/12        |
| 01/06/98        | 02/27/01        | 8-20b           | 02/17/04        | 5-15-07         | 01/05/10        | 12-04-12        |
| 02/03/98        | 04/10/01        | 09/03/02        | 03/02/04        | 06/05/07        | 02/02/10        | 2-5-13          |
| 03/10/98        | 04/17/01        | 09/17/02        | 04/02/04        | 06/19/07        | 04/06/10        | 2-19-13         |
| 04/07/98        | 05/08/01        | 10/02/02        | 05/04/04        | 7-17-07         | 04/20/10        | 4-2-13          |
| 05/05/98        | 05/15/01        | 10/15/02        | 05/05/04        | 10/02/07        | 05/04/10        | 5-14-13         |
| 06/16/98        | 06/12/01        | 10-15b          | 07/06/04        | 10/16/07        | 05/18/10        | 5-21-13         |
| 07/07/98        | 06/19/01        | 10/29/02        | 07/20/04        | 11-6-07         | 07/20/10        | 07-02-13        |
| 09/09/98        | 06/26/01        | 11/05/02        | 07/27/04        | 11-20-07        | 09/07/10        | 8-6-13          |
| 12/01/98        | 07/19/01        | 12/17/02        | 08/17/04        | 12-4-07         | 10/05/10        | 8-20-13         |
|                 |                 | 12-17b          | 08/31/04        | 12-18-07        | 10/19/10        | 9-3-13          |
|                 |                 |                 | 08-31-04b       |                 | 12/16/10        | 10-15-13        |
|                 |                 |                 | 10/05/04        |                 | 12/21/10        |                 |
|                 |                 |                 | 11/16/04        |                 |                 |                 |

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** CINDY GALBREATH, VILLAGE CLERK  
**SUBJECT:** RESOLUTION CONCERNING THE REVIEW AND  
RELEASE OF EXECUTIVE SESSION MINUTES  
**AGENDA:** JUNE 17, 2014 CONSENT  
**DATE:** JUNE 10, 2014

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**ISSUE**

Should the Village Board release minutes and authorize the destruction of certain recordings of the closed session meetings as authorized by Open Meetings Act and Village Resolution 20031218A.

**DISCUSSION**

Closed session minutes must be reviewed at least every six months to determine if they are releasable to the public. Additionally the recordings of the minutes must be held for at least 18 months after the closed session meeting. After the 18 month period they may destroyed with the approval of the Board. It is recommended that recordings prior to January 2013 be approved for destruction.

Staff recommends that the Village Board approve a resolution regarding the review and release of the closed session minutes.

**COSTS**

There is no cost associated with the adoption of this resolution.

**RECOMMENDATION**

That the Board adopts Resolution 20140617B, A Resolution Concerning the Review of Executive Session Minutes and the Destruction of Closed Session Recording.

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** WALTER MAGDZIARZ, COMMUNITY DEVELOPMENT DIRECTOR  
**SUBJECT:** ORDINANCE: PLAT OF DEDICATION FOR A SECTION OF  
MUNICIPAL DRIVE (EXTENDED)  
**AGENDA:** JUNE 17, 2014 VILLAGE BOARD MEETING  
**DATE:** JUNE 13, 2014

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**ISSUE**

Should the Village Board approve a Plat of Dedication for a portion of Municipal Drive (extended).

**DISCUSSION**

This can best be described as a housekeeping item. When the right-of-way for the extension of Municipal Drive between Galena Boulevard and Wheeler Road was approved there was a small section that was overlooked. This Plat of Dedication fills in the missing piece. Construction of the road is not imminent but the approval of the right-of-way dedication will ensure that the entirety of the required right-of-way is available and ready for construction when the time comes. The property owner has consented to the right-of-way dedication.

**REQUEST**

Board approval of the dedication and recording the plat are necessary.  
The specific requests are as follows:

**ATTACHMENTS**

The Resolution approving the Plat of Dedication is attached for your information.

**COSTS**

In this instance, the costs associated with the preparation of the Plat of Dedication are borne by the Village.

**RECOMMENDATION**

That the Board approve the Ordinance Approving the Plat of Dedication for a portion of Municipal Drive (extended).



RESOLUTION NO. 2014-0617D

RESOLUTION OF THE CORPORATE AUTHORITIES  
OF THE  
VILLAGE OF SUGAR GROVE  
GRANT OF EASEMENT FOR PUBLIC UTILITIES AND SHARED USE PATH

**WHEREAS**, the Village has identified the need to establish a corridor for future public utilities and a shared use path along Municipal Drive between Galena Boulevard and Wheeler Road.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** by the Board of Trustees of the Village of Sugar Grove, Kane County, Illinois as follows:

That the President and Village Clerk, be, and they are, hereby directed and authorized to execute said Grant of Easement and cause said easement to be recorded in the Kane County Recorder's Office.

**PASSED AND APPROVED** by the President and the Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, on the 17<sup>th</sup> day of June, 2014.

\_\_\_\_\_  
P. Sean Michels  
President of the Board of Trustees, of the  
Village of Sugar Grove, Kane County, Illinois.

\_\_\_\_\_  
Cynthia Galbraith  
Village Clerk of the  
Village of Sugar Grove, Kane County, Illinois

	AYES	NAYS	ABSENT
Bohler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Geary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Montalto	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Johnson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paluch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Herron	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** WALTER MAGDZIARZ, COMMUNITY DEVELOPMENT DIRECTOR  
**SUBJECT:** ORDINANCE VACATING A SECTION OF A STREET (MUNICIPAL DRIVE)  
**AGENDA:** JUNE 17, 2014 VILLAGE BOARD MEETING  
**DATE:** JUNE 13, 2014

---

**ISSUE**

Should the Village Board approve an Ordinance vacating a portion of Municipal Drive (extended).

**DISCUSSION**

This can best be described as a housekeeping item. When the right-of-way for the extension of Municipal Drive between Galena Boulevard and Wheeler Road was approved there was a small section included in the original right-of-way dedication that is unnecessary for the future road improvement. The Village staff and Village Engineer see no useful purpose for this odd shaped tract of land for the future road and recommend that it be vacated and conveyed to the adjoining property owner, in accordance with state statutes.

A public hearing is required for the purpose of vacating any alley or street right-of-way. Notice for a public hearing was duly published and the hearing is set for June 17, 2014.

**REQUEST**

Board approval of the vacation and recording the ordinance are necessary.

**ATTACHMENTS**

- The Ordinance Vacating a Portion of a Street (Municipal Drive)
- Location map

**COSTS**

In this instance, the costs associated with the preparation of the Plat of Vacation are borne by the Village.

**RECOMMENDATION**

That the Board approve the Ordinance Vacating a Section of a Street (Municipal Drive)



**VILLAGE OF SUGAR GROVE**

**ORDINANCE NO. 20140617CDA**

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**AN ORDINANCE DEDICATING PUBLIC STREET RIGHT-OF-WAY  
(MUNICIPAL DRIVE)**

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PASSED BY THE PRESIDENT AND BOARD OF TRUSTEES  
OF THE VILLAGE OF SUGAR GROVE, KANE COUNTY, ILLINOIS  
THIS 17<sup>TH</sup> DAY OF JUNE, 2014

PUBLISHED IN PAMPHLET FORM BY AUTHORITY  
OF THE PRESIDENT AND BOARD OF TRUSTEES  
OF THE VILLAGE OF SUGAR GROVE, KANE COUNTY, ILLINOIS  
ILLINOIS, THIS 17<sup>TH</sup> DAY OF JUNE, 2014

**ORDINANCE NO. 20140617CDA**

**AN ORDINANCE DEDICATING PUBLIC STREET RIGHT-OF-WAY  
(MUNICIPAL DRIVE)**

**BE IT ORDAINED** by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

**WHEREAS**, the Village of Sugar Grove is not a home rule municipality within Article VII, Section 6A of the Illinois Constitution and, pursuant to the powers granted to it under 65 ILCS 5/1-1 *et seq.*; and,

**WHEREAS**, the Village has determined that the public interest is best served by dedicating the tract of land described in Section One of this Ordinance.

**NOW, THEREFORE, BE IT ORDAINED** by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

**SECTION ONE: DEDICATION**

Attached hereto and incorporated herein by reference as Exhibit A is the Plat of Dedication.

A property description of the parcel is as follows:

That part of Lot 193 of Windsor West Unit 2, being a Subdivision of part of the Northwest Quarter and Northeast Quarter of Section 16, Township 36 North, Range 7 East of the Third Principal Meridian described as follows: Beginning at the Southwest corner of said Lot 193; thence North 00 degrees 46 minutes 25 seconds West, along the West line of said Lot 193, 182.74 feet to a non-tangent curve; thence Southerly along a curve to the right with a radius of 800.00 feet, chord bearing South 07 degrees 03 minutes 14 seconds East, arc distance of 184.22 feet to the South line of said Lot 193; thence South 89 degrees 07 minutes 41 seconds West, along said South line, 20.00 feet to the Point of Beginning, in Kane County, Illinois.

The Village President and Village Clerk be, and they are, hereby authorized to execute said Plat of Dedication. The Village shall cause the Plat of Dedication to be executed and recorded with the County Recorder's Office.

**SECTION TWO: GENERAL PROVISIONS**

**REPEALER:** All ordinances or portions thereof in conflict with this ordinance are hereby repealed.

**SEVERABILITY:** Should any provision of this Ordinance be declared invalid by a court of competent jurisdiction, the remaining provisions will remain in full force and effect the same as if the invalid provision had not been a part of this Ordinance.

**EFFECTIVE DATE:** This Ordinance shall be in full force and effect after its approval, passage and publication in pamphlet form as provided by law.

**INCORPORATION:** The exhibits hereto are incorporated herein by reference as though fully set forth herein.

**PASSED AND APPROVED** by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois this 17th day of June, 2014.

\_\_\_\_\_  
P. Sean Michels  
President of the Board of Trustees  
of the Village of Sugar Grove, Kane  
County, Illinois

ATTEST:\_\_\_\_\_  
Cynthia L. Galbreath  
Clerk, Village of Sugar Grove

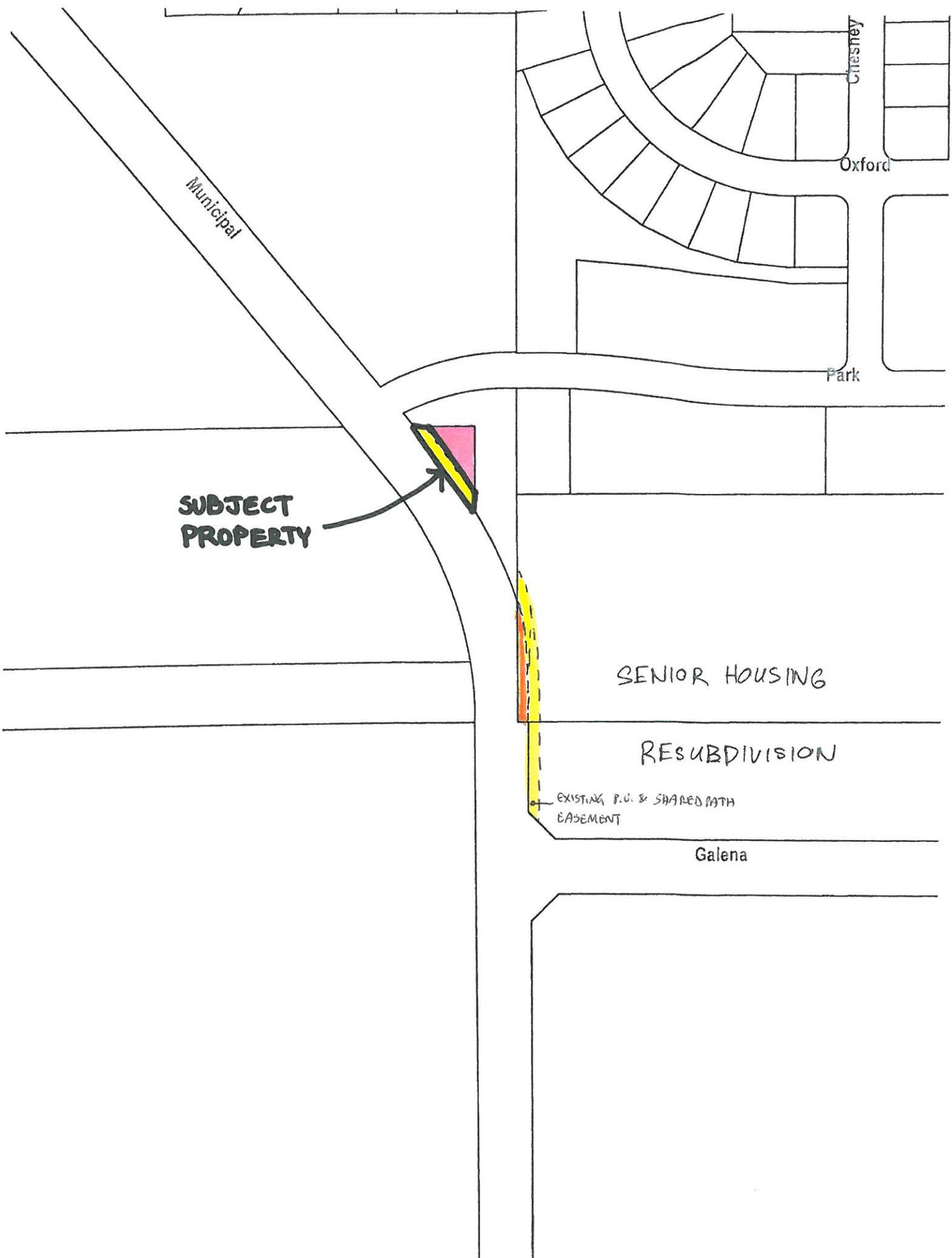
	Aye	Nay	Absent	Abstain
Trustee Mari Johnson	_____	_____	_____	_____
Trustee Sean Herron	_____	_____	_____	_____
Trustee Rick Montalto	_____	_____	_____	_____
Trustee Robert E. Bohler	_____	_____	_____	_____
Trustee David Paluch	_____	_____	_____	_____
Trustee Kevin M. Geary	_____	_____	_____	_____
President P. Sean Michels	_____	_____	_____	_____

Exhibit A

*(INSERT PLAT OF DEDICATION)*







**SUBJECT  
PROPERTY**

SENIOR HOUSING

RESUBDIVISION

EXISTING P.U. & SHARED PATH  
EASEMENT

Galena

Municipal

Chesney

Oxford

Park



VILLAGE OF SUGAR GROVE  
KANE COUNTY, ILLINOIS

ORDINANCE 20140617A

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An Ordinance Amending  
Title 3, Chapter 2, Section 13  
Of the Code of Ordinances  
Of the Village of Sugar Grove,  
Kane County, Illinois  
For the Village of Sugar Grove, Illinois

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Adopted by the Board of Trustees and President  
Of the Village of Sugar Grove  
This 17th day of June, 2014

Published in Pamphlet Form  
By authority of the Board of Trustees  
Of the Village of Sugar Grove, Kane County,  
Illinois this 17th day of June, 2014

ORDINANCE 20140617A

An Ordinance Amending Title, Chapter 2, Section 13  
Of the Code of Ordinances of the Village of Sugar Grove, Kane County, Illinois  
For the Village of Sugar Grove, Illinois

BE IT ORDAINED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows;

WHEREAS, the Village is not a home rule municipality within Article VII, Section 6A of the Illinois Constitution and, pursuant to the powers granted to it under 65 ILCS 5?3.1-300-5:

WHEREAS, the President and Board of Trustees of the Village of Sugar Grove have determined that it is in the best interests of the Village and its citizens to amend the Code of Ordinances for the Village of Sugar Grove.

NOW, THEREFORE, BE IT ORDAINED, by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

SECTION ONE: Title 3, Chapter 2, Section 13, Paragraph a of the Sugar Grove Village Code is Hereby amended to read as follows:

A. Hours Of Operation:

1. Licensees that hold a Class B – Package Liquor or a Class G – Golf Course may conduct operations in accordance with this chapter and the laws of the state only between the hours of six o'clock (6:00) A.M. and two o'clock (2:00) A.M.
2. All other Licensees may conduct operations in accordance with this chapter and the laws of the state only between the hours of eight o'clock (8:00) A.M. and two o'clock (2:00) A.M.
3. It shall be unlawful to sell or offer for sale, at retail, or to give any alcoholic liquor away or to admit the public to or permit the public to remain within or to permit the consumption of alcoholic liquor in or upon the licensed premises at times other than as above specified. Violation of this provision shall constitute cause for suspension or revocation of licenses issued pursuant to this chapter.

SECTION TWO: To the extent that this ordinance is in conflict with any presently existing ordinances or portions thereof enforced in the Village Of Sugar Grove as of the effective date hereof, such prior and conflicting ordinances or portions thereof are hereby repealed. The repeal of any ordinance by this Ordinance shall not affect any right accrued or liability incurred under such repealed ordinance to the effective date hereof.

SECTION THREE: This Ordinance shall be in full force and effect from and after is passage, approval and publication in pamphlet form as provided by law.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois this 17th day of June, 2014.

\_\_\_\_\_  
P. Sean Michels,  
President of the Village of Sugar Grove,  
Kane County, Illinois

ATTEST: \_\_\_\_\_  
Cynthia L. Galbreath, Village Clerk

	Aye	Nay	Absent
Trustee Bohler	_____	_____	_____
Trustee Geary	_____	_____	_____
Trustee Herron	_____	_____	_____
Trustee Johnson	_____	_____	_____
Trustee Montalto	_____	_____	_____
Trustee Paluch	_____	_____	_____

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT MICHELS & BOARD OF TRUSTEES  
**FROM:** CYNTHIA L. GALBREATH, VILLAGE CLERK  
**SUBJECT:** ORDINANCE: AMENDING TITLE 3, CHAPTER 2, SECTIONS 13  
(HOURS OF OPERATION) TO THE LIQUOR CONTROL ORDINANCE  
**AGENDA:** JUNE 17, CONSENT  
**DATE:** JUNE 12, 2014

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**ISSUE**

Should the Village amend the liquor control ordinance.

**DISCUSSION**

At the June 3, 2014 meeting the Board discussed a request from an existing liquor license holder to amend the liquor control ordinance to allow for early sales by package license holders. It was suggested that the hours be amended to be between 6:00 A.M. and 2:00 A.M.

Staff was asked to prepare an ordinance amending the hours of sales to begin at 6 a.m. for Package and Golf Course sales. An ordinance has been prepared (attached) that amends the language as follows:

**Current:**

A. Hours Of Operation:

1. Licensees may conduct operations in accordance with this chapter and the laws of the state only between the hours of eight o'clock (8:00) A.M. and two o'clock (2:00) A.M.
2. It shall be unlawful to sell or offer for sale, at retail, or to give any alcoholic liquor away or to admit the public to or permit the public to remain within or to permit the consumption of alcoholic liquor in or upon the licensed premises at times other than as above specified. Violation of this provision shall constitute cause for suspension or revocation of licenses issued pursuant to this chapter.

Amended:

A. Hours Of Operation:

1. Licensees that hold a Class B – Package Liquor or a Class G – Golf Course may conduct operations in accordance with this chapter and the laws of the state only between the hours of six o'clock (6:00) A.M. and two o'clock (2:00) A.M.
2. All other Licensees may conduct operations in accordance with this chapter and the laws of the state only between the hours of eight o'clock (8:00) A.M. and two o'clock (2:00) A.M.
3. It shall be unlawful to sell or offer for sale, at retail, or to give any alcoholic liquor away or to admit the public to or permit the public to remain within or to permit the consumption of alcoholic liquor in or upon the licensed premises at times other than as above specified. Violation of this provision shall constitute cause for suspension or revocation of licenses issued pursuant to this chapter.

**COST**

There is no cost associated with consideration of this amendment.

**RECOMMENDATION**

That the Village Board Approve Ordinance 20140617A, An Ordinance Amending Title 3, Chapter 2, Section 13 of the Sugar Grove Code.



VILLAGE OF SUGAR GROVE  
KANE COUNTY, ILLINOIS

ORDINANCE No. 20140617A

---

An Ordinance Establishing Prevailing Wage

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Adopted by the Board of Trustees and President  
Of the Village of Sugar Grove  
This 17th day of June 2014

Published in Pamphlet Form  
By authority of the Board of Trustees  
Of the Village of Sugar Grove, Kane County,  
Illinois this 17th day of June 2014.

## **Ordinance 20140617A**

### **An Ordinance Establishing Prevailing wages**

**BE IT ORDAINED** by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows;

**Whereas**, the State of Illinois has enacted “An ACT regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or any public body or any political subdivision or by anyone under contract for public works”, approved June 26, 1941, as amended, being Chapter 820 ILCS 130/1-12, Illinois Compiled Statutes; and

**Whereas**, the aforesaid Act requires that the Village of Sugar Grove investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of said Village of Sugar Grove) employed in performing construction of public works, for said Village of Sugar Grove; and

**Now**, therefore, be it ordained by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

#### **SECTION 1**

To the extent and as required by “An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or any public body or any political subdivision or by anyone under contract for public works” approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in the construction of public works coming under the jurisdiction of this Village of Sugar Grove is hereby ascertained to be the same as the prevailing rate of wages for construction work in the Kane County area as determined by the Department of Labor of the State of Illinois as of June 2014, a copy of that determination being attached hereto as Exhibit “A” and incorporated herein by reference. The definition of any terms appearing in this Ordinance which area also used in the aforesaid Act shall be the same as in said Act.

#### **SECTION 2**

Nothing herein shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works of this Village of Sugar Grove to the extent required by the aforesaid Act.

#### **SECTION 3**

The Village Clerk shall publicly post or keep available for inspection by any interested party in the main office of the Village of Sugar Grove this determination of such prevailing rate of wage.

**SECTION 4**

The Village Clerk shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed, or file their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

**SECTION 5**

The Village of Sugar Grove shall promptly file a certified copy of this Ordinance with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

**SECTION 6**

The Village Clerk shall cause a notice to be published in a newspaper of general circulation within the area that the determination of prevailing wages has been made. Said notice shall conform substantially to the notice attached hereto. Such publication shall constitute notice that this is the determination of the Village of Sugar Grove and is effective.

**SECTION 7**

This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED AND APPROVED by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois this 17th day of June 2014.

\_\_\_\_\_  
P. Sean Michels,  
President of the Village of Sugar Grove,  
Kane County, Illinois

	Aye	Nay	Absent
Trustee Bohler	_____	_____	_____
Trustee Paluch	_____	_____	_____
Trustee Johnson	_____	_____	_____
Trustee Montalto	_____	_____	_____
Trustee Herron	_____	_____	_____
Trustee Geary	_____	_____	_____

ATTEST: \_\_\_\_\_  
Cynthia L. Galbreath, Village Clerk

CERTIFICATION  
STATE OF ILLINOIS  
COUNTY OF KANE

I, Cynthia L. Galbreath do hereby certify that I am the Clerk of the Village of Sugar Grove, Kane County, Illinois, and keeper of the records of said Village, and that the attached is a true and correct copy of the Prevailing Wage Rates Ordinance as adopted by the Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, at their Regular Meeting held June 17, 2014.

Dated this 17th day of June, 2014.

By: \_\_\_\_\_  
Cynthia L. Galbreath, Village Clerk

# Kane County Prevailing Wage for June 2014

(See explanation of column headings at bottom of wages)

Trade Name	RG	TYP	C	Base	FRMAN	M-F>8	OSA	OSH	H/W	Pensn	Vac	Trng
=====	==	===	=	=====	=====	=====	===	===	=====	=====	=====	=====
ASBESTOS ABT-GEN		ALL		37.100	37.600	1.5	1.5	2.0	12.97	9.930	0.000	0.500
ASBESTOS ABT-MEC		BLD		35.100	37.600	1.5	1.5	2.0	11.17	10.76	0.000	0.720
BOILERMAKER		BLD		44.240	48.220	2.0	2.0	2.0	6.970	17.54	0.000	0.350
BRICK MASON		BLD		41.580	45.740	1.5	1.5	2.0	9.700	12.80	0.000	1.040
CARPENTER		ALL		42.520	44.520	1.5	1.5	2.0	13.29	12.76	0.000	0.630
CEMENT MASON		ALL		41.550	43.550	2.0	1.5	2.0	9.500	15.87	0.000	0.500
CERAMIC TILE FNSHER		BLD		34.810	0.000	2.0	1.5	2.0	10.20	7.830	0.000	0.640
COMMUNICATION TECH	N	BLD		36.360	38.460	1.5	1.5	2.0	12.27	10.25	0.000	0.640
COMMUNICATION TECH	S	BLD		37.650	39.750	1.5	1.5	2.0	10.03	10.44	0.000	1.320
ELECTRIC PWR EQMT OP		ALL		37.890	51.480	1.5	1.5	2.0	5.000	11.75	0.000	0.380
ELECTRIC PWR GRNDMAN		ALL		29.300	51.480	1.5	1.5	2.0	5.000	9.090	0.000	0.290
ELECTRIC PWR LINEMAN		ALL		45.360	51.480	1.5	1.5	2.0	5.000	14.06	0.000	0.450
ELECTRIC PWR TRK DRV		ALL		30.340	51.480	1.5	1.5	2.0	5.000	9.400	0.000	0.300
ELECTRICIAN	N	ALL		43.660	48.030	1.5	1.5	2.0	12.88	12.29	0.000	0.760
ELECTRICIAN	S	BLD		45.040	49.540	1.5	1.5	2.0	10.36	11.26	0.000	1.580
ELEVATOR CONSTRUCTOR		BLD		49.900	56.140	2.0	2.0	2.0	12.73	13.46	3.990	0.600
FENCE ERECTOR		ALL		45.060	48.660	2.0	2.0	2.0	9.390	17.69	0.000	0.400
GLAZIER		BLD		40.000	41.500	1.5	2.0	2.0	12.49	15.99	0.000	0.940
HT/FROST INSULATOR		BLD		46.950	49.450	1.5	1.5	2.0	11.17	11.96	0.000	0.720
IRON WORKER		ALL		45.060	48.660	2.0	2.0	2.0	9.390	17.69	0.000	0.400
LABORER		ALL		37.000	37.750	1.5	1.5	2.0	12.97	9.930	0.000	0.500
LATHER		ALL		42.520	44.520	1.5	1.5	2.0	13.29	12.76	0.000	0.630
MACHINIST		BLD		43.920	46.420	1.5	1.5	2.0	6.760	8.950	1.850	0.000
MARBLE FINISHERS		ALL		30.520	0.000	1.5	1.5	2.0	9.700	12.55	0.000	0.590
MARBLE MASON		BLD		40.780	44.860	1.5	1.5	2.0	9.700	12.71	0.000	0.740
MATERIAL TESTER I		ALL		27.000	0.000	1.5	1.5	2.0	12.97	9.930	0.000	0.500
MATERIALS TESTER II		ALL		32.000	0.000	1.5	1.5	2.0	12.97	9.930	0.000	0.500
MILLWRIGHT		ALL		42.520	44.520	1.5	1.5	2.0	13.29	12.76	0.000	0.630
OPERATING ENGINEER		BLD	1	46.100	50.100	2.0	2.0	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		BLD	2	44.800	50.100	2.0	2.0	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		BLD	3	42.250	50.100	2.0	2.0	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		BLD	4	40.500	50.100	2.0	2.0	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		BLD	5	49.850	50.100	2.0	2.0	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		BLD	6	47.100	50.100	2.0	2.0	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		BLD	7	49.100	50.100	2.0	2.0	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		HWY	1	44.300	48.300	1.5	1.5	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		HWY	2	43.750	48.300	1.5	1.5	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		HWY	3	41.700	48.300	1.5	1.5	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		HWY	4	40.300	48.300	1.5	1.5	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		HWY	5	39.100	48.300	1.5	1.5	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		HWY	6	47.300	48.300	1.5	1.5	2.0	16.60	11.05	1.900	1.250
OPERATING ENGINEER		HWY	7	45.300	48.300	1.5	1.5	2.0	16.60	11.05	1.900	1.250
ORNAMNTL IRON WORKER		ALL		45.060	48.660	2.0	2.0	2.0	9.390	17.69	0.000	0.400
PAINTER		ALL		40.980	42.980	1.5	1.5	1.5	10.00	8.200	0.000	1.350
PAINTER SIGNS		BLD		33.920	38.090	1.5	1.5	1.5	2.600	2.710	0.000	0.000
PILEDRIVER		ALL		42.520	44.520	1.5	1.5	2.0	13.29	12.76	0.000	0.630
PIPEFITTER		BLD		41.200	43.200	1.5	1.5	2.0	9.750	17.59	0.000	1.710
PLASTERER		BLD		41.250	43.730	1.5	1.5	2.0	11.10	11.69	0.000	0.550

PLUMBER	BLD	41.200	43.200	1.5	1.5	2.0	9.750	17.59	0.000	1.710
ROOFER	BLD	39.200	42.200	1.5	1.5	2.0	8.280	9.690	0.000	0.430
SHEETMETAL WORKER	BLD	43.250	45.250	1.5	1.5	2.0	10.65	12.90	0.000	0.820
SIGN HANGER	BLD	26.070	27.570	1.5	1.5	2.0	3.800	3.550	0.000	0.000
SPRINKLER FITTER	BLD	49.200	51.200	1.5	1.5	2.0	10.75	8.850	0.000	0.450
STEEL ERECTOR	ALL	45.060	48.660	2.0	2.0	2.0	9.390	17.69	0.000	0.400
STONE MASON	BLD	41.580	45.740	1.5	1.5	2.0	9.700	12.80	0.000	1.040
<del>SURVEY WORKER</del> -> NOT IN EFFECT		37.000	37.750	1.5	1.5	2.0	12.97	9.930	0.000	0.500
TERRAZZO FINISHER	BLD	36.040	0.000	1.5	1.5	2.0	10.20	9.900	0.000	0.540
TERRAZZO MASON	BLD	39.880	42.880	1.5	1.5	2.0	10.20	11.25	0.000	0.700
TILE MASON	BLD	41.840	45.840	2.0	1.5	2.0	10.20	9.560	0.000	0.880
TRAFFIC SAFETY WRKR	HWY	28.250	29.850	1.5	1.5	2.0	4.896	4.175	0.000	0.000
TRUCK DRIVER	ALL 1	32.550	33.100	1.5	1.5	2.0	6.500	4.350	0.000	0.150
TRUCK DRIVER	ALL 2	32.700	33.100	1.5	1.5	2.0	6.500	4.350	0.000	0.150
TRUCK DRIVER	ALL 3	32.900	33.100	1.5	1.5	2.0	6.500	4.350	0.000	0.150
TRUCK DRIVER	ALL 4	33.100	33.100	1.5	1.5	2.0	6.500	4.350	0.000	0.150
TUCKPOINTER	BLD	41.950	42.950	1.5	1.5	2.0	8.180	11.78	0.000	0.630

Legend: RG (Region)

TYP (Trade Type - All,Highway,Building,Floating,Oil & Chip,Rivers)

C (Class)

Base (Base Wage Rate)

FRMAN (Foreman Rate)

M-F>8 (OT required for any hour greater than 8 worked each day, Mon through Fri.)

OSA (Overtime (OT) is required for every hour worked on Saturday)

OSH (Overtime is required for every hour worked on Sunday and Holidays)

H/W (Health & Welfare Insurance)

Pensn (Pension)

Vac (Vacation)

Trng (Training)

## Explanations

### KANE COUNTY

ELECTRICIANS AND COMMUNICATIONS TECHNICIAN (NORTH) - Townships of Burlington, Campton, Dundee, Elgin, Hampshire, Plato, Rutland, St. Charles (except the West half of Sec. 26, all of Secs. 27, 33, and 34, South half of Sec. 28, West half of Sec. 35), Virgil and Valley View CCC and Elgin Mental Health Center.

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

### EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

#### CERAMIC TILE FINISHER

The grouting, cleaning, and polishing of all classes of tile, whether for interior or exterior purposes, all burned, glazed or unglazed products; all composition materials, granite tiles, warning detectable tiles, cement tiles, epoxy composite materials, pavers, glass, mosaics, fiberglass, and all substitute materials, for tile made in tile-like units; all mixtures in tile like form of cement, metals, and other materials that are for and intended for use as a finished floor surface, stair treads, promenade roofs, walks, walls, ceilings, swimming pools, and all other places where tile is to form a finished interior or exterior. The mixing of all setting mortars including but not limited to thin-set mortars, epoxies, wall mud, and any other sand and cement mixtures or adhesives when used in the preparation, installation, repair, or maintenance of tile and/or similar materials. The handling and unloading of all sand, cement, lime, tile, fixtures, equipment, adhesives, or any other materials to be used in the preparation, installation, repair, or maintenance of tile and/or similar materials. Ceramic Tile Finishers shall fill all joints and voids regardless of method on all tile work, particularly and especially after installation of said tile work. Application of any and all protective coverings to all types of tile installations including, but not be limited to, all soap compounds, paper products, tapes, and all polyethylene coverings, plywood, masonite, cardboard, and any new type of products that may be used to protect tile installations, Blastrac equipment, and all floor scarifying equipment used in preparing floors to receive tile. The clean up and removal of all waste and materials. All demolition of existing tile floors and walls to be re-tiled.

#### COMMUNICATIONS TECHNICIAN

Construction, installation, maintenance and removal of telecommunication facilities (voice, sound, data and video), telephone, security systems, fire alarm systems that are a component of a multiplex system and share a common cable, and data inside wire, interconnect, terminal equipment, central offices, PABX and equipment, micro waves, V-SAT, bypass, CATV, WAN (wide area network), LAN (local area networks), and ISDN (integrated system digital network), pulling of wire in raceways, but not the installation of raceways.

## MARBLE FINISHER

Loading and unloading trucks, distribution of all materials (all stone, sand, etc.), stocking of floors with material, performing all rigging for heavy work, the handling of all material that may be needed for the installation of such materials, building of scaffolding, polishing if needed, patching, waxing of material if damaged, pointing up, caulking, grouting and cleaning of marble, holding water on diamond or Carborundum blade or saw for setters cutting, use of tub saw or any other saw needed for preparation of material, drilling of holes for wires that anchor material set by setters, mixing up of molding plaster for installation of material, mixing up thin set for the installation of material, mixing up of sand to cement for the installation of material and such other work as may be required in helping a Marble Setter in the handling of all material in the erection or installation of interior marble, slate, travertine, art marble, serpentine, alberene stone, blue stone, granite and other stones (meaning as to stone any foreign or domestic materials as are specified and used in building interiors and exteriors and customarily known as stone in the trade), carrara, sanionyx, vitrolite and similar opaque glass and the laying of all marble tile, terrazzo tile, slate tile and precasttile, steps, risers treads, base, or any other materials that may be used as substitutes for any of the aforementioned materials and which are used on interior and exterior which are installed in a similar manner.

MATERIAL TESTER I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

MATERIAL TESTER II: Field inspection of welds, structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

## OPERATING ENGINEER - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with Caisson Attachment; Batch Plant; Benoto (requires Two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Conveyor (Truck Mounted); Concrete Paver Over 27E cu. ft; Concrete Paver 27E cu. ft. and Under; Concrete Placer; Concrete Placing Boom; Concrete Pump (Truck Mounted); Concrete Tower; Cranes, All; Cranes, Hammerhead; Cranes, (GCI and similar Type); Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Heavy Duty Self-Propelled Transporter or Prime Mover; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, One, Two and Three Drum; Hoists, Two Tugger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment); Locomotives, All; Motor Patrol; Lubrication Technician; Manipulators; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Cretes Dual Ram; Pump Cretes: Squeeze Cretes-Screw Type Pumps; Gypsum Bulker and Pump; Raised and Blind Hole Drill; Roto Mill Grinder;

Scoops - Tractor Drawn; Slip-Form Paver; Straddle Buggies; Operation of Tie Back Machine; Tournapull; Tractor with Boom and Side Boom; Trenching Machines.

Class 2. Boilers; Broom, All Power Propelled; Bulldozers; Concrete Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks; Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists, Automatic; Hoists, Inside Elevators; Hoists, Sewer Dragging Machine; Hoists, Tugger Single Drum; Laser Screed; Rock Drill (Self-Propelled); Rock Drill (Truck Mounted); Rollers, All; Steam Generators; Tractors, All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Combination Small Equipment Operator; Generators; Heaters, Mechanical; Hoists, Inside Elevators (remodeling or renovation work); Hydraulic Power Units (Pile Driving, Extracting, and Drilling); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Low Boys; Pumps, Well Points; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 4. Bobcats and/or other Skid Steer Loaders; Oilers; and Brick Forklift.

Class 5. Assistant Craft Foreman.

Class 6. Gradall.

Class 7. Mechanics; Welders.

#### OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Spreader; Autograder/GOMACO or other similar type machines: ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower Cranes of all types: Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Dredges; Elevators, Outside type Rack & Pinion and Similar Machines; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Truck Mounted; Hoists, One, Two and Three Drum; Heavy Duty Self-Propelled Transporter or Prime Mover; Hydraulic Backhoes; Backhoes with shear attachments up to 40' of boom reach; Lubrication Technician; Manipulators; Mucking Machine; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; Hydraulic Telescoping Form (Tunnel); Operation of Tieback Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader (with attached pusher - two engineers); Tractor with Boom; Tractaire with Attachments; Traffic Barrier Transfer Machine; Trenching; Truck Mounted Concrete Pump with Boom; Raised or Blind Hole

Drills (Tunnel Shaft); Underground Boring and/or Mining Machines 5 ft. in diameter and over tunnel, etc; Underground Boring and/or Mining Machines under 5 ft. in diameter; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (Less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.; Concrete Spreader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Concrete Wheel Saw; Conveyor Muck Cars (Haglund or Similar Type); Drills, All; Finishing Machine - Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro-Blaster; Hydro Excavating (excluding hose work); Laser Screed; All Locomotives, Dinky; Off-Road Hauling Units (including articulating) Non Self-Loading Ejection Dump; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper - Single/Twin Engine/Push and Pull; Scraper - Prime Mover in Tandem (Regardless of Size); Tractors pulling attachments, Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.; Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven; Pug Mills; Rollers, other than Asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats; Tamper-Form-Motor Driven.

Class 4. Air Compressor; Combination - Small Equipment Operator; Directional Boring Machine; Generators; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Vacuum Trucks (excluding hose work); Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. SkidSteer Loader (all); Brick Forklifts; Oilers.

Class 6. Field Mechanics and Field Welders

Class 7. Dowell Machine with Air Compressor; Gradall and machines of like nature.

SURVEY WORKER - Operated survey equipment including data collectors, G.P.S. and robotic instruments, as well as conventional levels and transits.

TRAFFIC SAFETY - work associated with barricades, horses and drums used to reduce lane usage on highway work, the installation and removal of temporary lane markings, and the installation and removal of temporary road signs.

#### TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION

Class 1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Fork Lifts and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet; Power Mower Tractors; Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Teamsters; Unskilled Dumpman; and Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or Turnatrailers when pulling other than self-loading equipment or similar equipment under 16 cubic yards; Mixer Trucks under 7 yards; Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch trucks, 3 axles or more; Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

#### TERRAZZO FINISHER

The handling of sand, cement, marble chips, and all other materials that may be used by the Mosaic Terrazzo Mechanic, and the mixing, grinding, grouting, cleaning and sealing of all Marble, Mosaic, and Terrazzo work, floors, base, stairs, and wainscoting by hand or machine, and in addition, assisting and aiding Marble, Masonic, and Terrazzo Mechanics.

#### Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this

determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

#### LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

#### MATERIAL TESTER & MATERIAL TESTER/INSPECTOR I AND II

Notwithstanding the difference in the classification title, the classification entitled "Material Tester I" involves the same job duties as the classification entitled "Material Tester/Inspector I". Likewise, the classification entitled "Material Tester II" involves the same job duties as the classification entitled "Material Tester/Inspector II".

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** CYNTHIA L. GALBREATH, VILLAGE CLERK  
**SUBJECT:** ORDINANCE ADOPTING THE 2014 PREVAILING WAGE  
**AGENDA:** JUNE 17, 2014 CONSENT AGENDA  
**DATE:** JUNE 10, 2014

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**ISSUE**

Should the Board establish the Prevailing Wage Rate for the Village of Sugar Grove.

**DISCUSSION**

Municipalities are required per 820 ILCS 130/9 to investigate and determine the prevailing rates of wages to be paid for work on public projects. Municipalities are required to pay prevailing wages when contracting any work for public projects. In lieu of performing their own investigation to determine the prevailing wages, a municipality may request the Department of Labor to determine the prevailing rates of wages. Each year the Department of Labor determines the prevailing wage by county and the information is made available for use by municipalities.

The prevailing wages must be adopted in June of each year and then must be posted or kept available for public inspection. A certified copy of the Ordinance must also be filed with the Secretary of State and Illinois Department of Labor by July 15 of each year.

Attached is the Ordinance, which sets the prevailing wage for the Village as, determined by the Department of Labor for Kane County.

**COST**

The ordinance must be published and publication cost is approximately \$75.00, which is budgeted in 01-57-6503, Boards and Commissions, Advertising.

**RECOMMENDATION**

That the Village Board Adopts Ordinance No. 20140617A An Ordinance Establishing the Prevailing Wage.

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** PATRICK ROLLINS, CHIEF OF POLICE  
**SUBJECT:** RESOLUTION: TO APPROVE PURCHASE FOR LIVESCAN REPLACEMENT  
**AGENDA:** JUNE 17, 2014 REGULAR BOARD MEETING  
**DATE:** JUNE 12, 2014

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**ISSUE**

Should the Village/Board authorize the approval of the replacement Livescan fingerprinting device and peripherals.

**DISCUSSION**

The Police Department's Livescan device has been inoperable for over a year. The officers have resorted to the manual method of ink rolling/printing for arrests, permits and inquires with the State Bureau of Identification (B of I). Not only does this require extra time for manual ink finger printing, but it is difficult to efficiently obtain an accurate finger print. Besides other issues, manual fingerprints expose us to the common ink-based risk of coming back from the Bureau as "unclassifiable". We then lose the opportunity for not only our agency, but other agencies including the State, to have arrestee's fingerprints on file. It is challenging at times to get manual finger prints from someone who is intoxicated.

Fingerprinting should be done utilizing Livescan to ensure professional accuracy of prints and:

- To meet State requirements that all Class A, Class B and Felony arrests be fingerprinted and to also have a fingerprint file for those who break our local ordinances.
- The State uses finger prints (not names of the individuals) to create a Criminal Record. (Smudged or unclassified prints means no Criminal Record)
- Sugar Grove can conduct a Fingerprint Inquiry for identification in sometimes 20 minutes or less if the individual does not have identification or produces false

identification. This also helps check that we are also not posting false arrests to a name that is not theirs.

- Officer and Civilian safety: Reduces exposure to the arrestee while not handcuffed. Reduces physical assistance needed, especially with intoxicated arrestees, between the officer and the individual.
- Nearly eliminates the unclassified fingerprints since Livescan preapproves the print by meeting standards.
- Officer productivity: Speed, efficiency and accuracy. Eliminate the need for officers to drive with the offender out of Sugar Grove to use another departments Livescan device.
- Ability to in-house fingerprint Liquor License holders, Mobile Vendors, employees and receive a quicker response back from the State since it's automated.

All Tri-Com Records Agencies worked together to solicit quotes to replace their Livescans this fiscal year. With all four agencies looking to purchase replacement devices, the vendor, CrossMatch, will provide Sugar Grove a one-time \$12-\$18k discount. The new Livescan will have the ability to accept "Palm prints" and mug shot photos for transmissions, which is now a requirement for mug shots. The Livescan devices have the potential to communicate with our Records Management System so that duplicate information does not have to be typed into each system.

The total cost of the CrossMatch Technologies quote for the replacement Livescan and peripherals would require an investment of \$18,311 to become technically on par with most agencies in the State. Without the discount the package, Livescan would be at least \$35,000 today and possibly more in the future.

## **COST**

The recommended Livescan replacement is within budget and included in the approved Fiscal Year 14-15 budget, account numbers, (01-51-6307 and 01-51-6502)

## **RECOMMENDATION**

That the Board approve Resolution # Authorizing the purchase of a replacement Livescan device from CrossMatch Technologies.



**RESOLUTION NO. 20140617B**

**VILLAGE OF SUGAR GROVE, KANE COUNTY, ILLINOIS**

**RESOLUTION AUTHORIZING APPROVAL OF AN EXPENDITURE FOR A LIVESCAN FINGERPRINT MACHINE**

**WHEREAS**, the Village of Sugar Grove Board of Trustees find that it is in the best interest of the Village to have the ability to perform electronic finger printing; and

**WHEREAS**, the agencies that belong to Tri-Com Records worked together to obtain quotes and the lowest was provided by CrossMatch.

**NOW, THEREFORE, BE IT RESOLVED** by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, as follows:

The Chief of Police is hereby authorized to purchase from CrossMatch Tecnoligies a Livescan and accompanying peripherals.

Passed by the President and Board of Trustees of the Village of Sugar Grove, Kane County, Illinois, at a regular meeting thereof held on the 17th day of June, 2014.

\_\_\_\_\_  
P. Sean Michels, President of the Board  
of Trustees of the Village of Sugar Grove,  
Kane County, Illinois

ATTEST: \_\_\_\_\_  
Cynthia Galbreath Village Clerk,  
Village of Sugar Grove

	Aye	Nay	Absent	Abstain
Trustee Robert E. Bohler	_____	_____	_____	_____
Trustee Kevin M. Geary	_____	_____	_____	_____
Trustee Sean Herron	_____	_____	_____	_____
Trustee Mari Johnson	_____	_____	_____	_____
Trustee Rick Montalto	_____	_____	_____	_____
Trustee David Paluch	_____	_____	_____	_____

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** TONY SPECIALE, DIRECTOR OF PUBLIC WORKS  
GEOFF PAYTON, STREETS & PROPERTIES SUPERVISOR  
**SUBJECT:** DISCUSSION: DUGAN ROAD / GRANART ROAD INTERSECTION  
IMPROVEMENT PROJECT  
**AGENDA:** JUNE 17, 2014 COMMITTEE OF THE WHOLE MEETING  
**DATE:** JUNE 12, 2014

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**ISSUE**

Update the Village Board on the progress of the engineering services related to the Dugan Road / Granart Road Intersection Improvement Project.

**DISCUSSION**

At the August 20, 2013 Board Meeting, the Village entered into an agreement with TADI, Inc. to provide preliminary engineering services for the Dugan Road / Granart Road Intersection Improvement Project. The Village's intent is to realign Granart Road to provide greater spacing from the intersection of US 30 and the BNSF at grade crossing, while facilitating increased storage capacity with improved geometrics and intersection controls.

Staff will update the Board on the progress of the project.

**COST**

There are no costs associated with this update.

**RECOMMENDATION**

The Village Board receives the update regarding the Dugan Road / Granart Road Intersection Improvement Project.

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** WALTER MAGDZIARZ, COMMUNITY DEVELOPMENT DIRECTOR  
**SUBJECT:** DISCUSSION: ASSIGN STREET NAME TO STATE ROUTE 47  
**AGENDA:** JUNE 17, 2014 VILLAGE BOARD MEETING  
**DATE:** JUNE 13, 2014

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**ISSUE**

Shall the Village Board assign a street name to State Route 47 within the corporate limits.

**DISCUSSION**

The Sugar Grove Economic Development Corporation has submitted a request (attached) to the Village Board to assign the street name "Sugar Grove Parkway" to State Route 47 within the Village's corporate limits.

The EDC is of the opinion that assigning a street name would contribute to placemaking in the Village and marketing future commercial and industrial properties in the IL 47 corridor.

**COSTS**

There are costs associated with the requested action. Street signs would need to be fabricated, including overhead signs at each of the traffic control locations. Additionally, property owners, including existing businesses would need to change copy material (letterhead, business cards, advertising pieces, etc.) that include the street address. Furthermore, while there is no direct cost, there is a cost to 911 services to update their maps and database with the new street name.

If the Board is interested in the idea, staff recommends that additional information regarding the number of affected properties, cost, and procedures for assigning a street name to IL 47 be collected before further consideration. If the Board is not interested, no further action is recommended.

**RECOMMENDATION**

That the Village Board direct staff to collect the number of affected properties, cost, and procedures for assigning a street name to IL 47.

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** WALTER MAGDZIARZ, COMMUNITY DEVELOPMENT DIRECTOR  
MIKE FERENCAK, VILLAGE PLANNER  
**SUBJECT:** DISCUSSION: ZONING ORDINANCE TEXT AMENDMENT TO ADD  
COMMERCIAL OR TRADE SCHOOLS AS A PERMITTED USE IN THE  
M-1 LIMITED MANUFACTURING DISTRICT  
**AGENDA:** JUNE 17, 2014 COMMITTEE OF THE WHOLE MEETING  
**DATE:** JUNE 12, 2014

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**ISSUE**

Should the Village Board amend the zoning ordinance to add commercial or trade schools as a permitted use in the M-1 Limited Manufacturing District.

**DISCUSSION**

The owner of a performing arts studio in Elburn had expressed interest in relocating to Sugar Grove. Staff determined that the use would be consistent with the B-2 General Business District and B-3 Regional Business District permitted use “commercial or trade schools (dance studios, music schools or martial arts)”. However, the owner wanted to locate in the M-1 Limited Manufacturing District. Staff believes that while the use would not conform to the stated purpose of the M-1 District, it would be compatible with that District. Therefore, staff prepared a Text Amendment to list the use as permitted in the M-1 District. The owner has since decided to relocate to a different community. The Text Amendment has continued to be processed, as it is not specific to that owner.

Staff recommended approval of a Text Amendment to add “commercial or trade schools (dance studios, music schools or martial arts)” as a permitted use in the M-1 District. The Plan Commission agreed with the concept, making a recommendation to approve 4-0, but asked if the description of the use could be made more generic to cover any similar types of specialty schools.

The E-1 Estate Residential, R-1 Low Density Residential, R-2 Single-Family Detached Residential, R-3 Medium Density Residential, and the B-1 Community Shopping District list “schools: high school, college, university, and trade, public or private” as a Special Use. The OR-2 Office Research District lists “schools, commercial or trade, including those teaching music, dance, business, commercial or technical subjects as a permitted use. The I-1 Light Industrial District lists “commercial or trade schools (including those teaching dance, music, martial arts, business, commercial, or technical subjects) as a Special Use.

Based on the Plan Commission recommendation, staff proposes “commercial or trade schools (including those teaching dance, music, martial arts, business, commercial, or technical subjects)” as a permitted use in the M-1 District.

The following items are attached for your information:

1. Text Amendment Ordinance
2. Staff Report for the May 28, 2014 Plan Commission meeting

### **COST**

The public hearing notice was published in a local newspaper and cost the Village approximately \$100.

### **RECOMMENDATION**

That the Committee of the Whole review the proposed Text Amendment and provide any comments to staff for a recommendation at the next regular Village Board meeting.

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** WALTER MAGDZIARZ, COMMUNITY DEVELOPMENT DIRECTOR  
**SUBJECT:** DISCUSSION: ACTIVIAATE DORMANT SSA FOR SUGAR GROVE CENTER  
**AGENDA:** JUNE 17, 2014 VILLAGE BOARD MEETING  
**DATE:** JUNE 13, 2014

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**ISSUE**

Shall the Village Board activate the dormant SSA for the Sugar Grove Center development.

**DISCUSSION**

There is a dormant SSA (SSA No. 10) on the properties that comprise the Sugar Grove Center. The SSA was established in accordance with the Kane County Storm Water Ordinance requirements and is established only for the maintenance of the storm water facilities in the development (and mosquito abatement).

The detention basin at the southeast corner of Capitol Drive and Park Avenue has not been maintained for more than a year. In addition to the overgrown nature of the property, Village staff has observed trees beginning to grow in the detention basin which will diminish the basin's effectiveness.

There are 17 different property ownerships in Sugar Grove Center and an ineffective property owners association. The property owners association, theoretically, is supposed to maintain the detention basin but given its location behind the commercial buildings it has not received the attention it deserves.

Village staff is prepared to serve notice on the 17 property owners that since they have failed to perform their duty the Village will intervene and assess them for the costs of the detention basin maintenance, as set forth in the Ordinance establishing the SSA No. 10.

**COSTS**

There are costs associated with initiating the clean-up and ongoing maintenance of the detention basin but they are not known at this time.

**RECOMMENDATION**

That the Village Board direct staff to serve notice on the Sugar Grove Center property owners that the Village intends to activate the SSA No. 10 and cause the detention basin maintenance to occur, and that the Vilalge Board commit to establishing the appropriate levy for SSA No. 10.

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** PATRICK ROLLINS, CHIEF OF POLICE  
**SUBJECT:** DISCUSSION: POLICE DEPARTMENT ADMINISTRATIVE OFFICER  
**AGENDA:** JUNE 24, 2014 COMMITTEE OF THE WHOLE  
**DATE:** JUNE 12, 2014

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**ISSUE**

Should the Village/Board authorize filling the budgeted, part-time, position Administrative Officer within the Police Department.

**DISCUSSION**

The Village Board approved budgeted monies for a new administrative officer position for the Police Department in the FY 2013-14 budget cycle. This position is budgeted again for FY 2014-15. During budget discussions the Board requested an update on the planned duties for the position prior to the position being filled.

In 2013, as the new chief, I delayed bringing forward any recommendation to immediately fill the position in order to better understand department operations, needs, culture, work load, and vision. I spent the past eleven months daily gaining tremendous insight and understanding of the organization and re-tooling areas needing immediate attention.

For several years, ending approximately three years ago, one of the four Sergeant positions within the Police Department was dedicated to Administrative duties. The three (Street/Patrol) Sergeants handled their respective shifts and the (Administrative) Sergeant was assigned inside the station mostly for administrative duties but acted in a fill-in capacity to help cover the street and shift shortages. As the economy and other conditions changed the number of Sergeants was reduced to three.

Currently, due to a staff requested reclassification there are two Sergeants remaining who both focus on patrol (Streets). The third Sergeant, to be filled by this winter, will also focus on patrol. Having only 3 Sergeants split time between focusing on patrol, supervising their shifts, and dedicated some time to the office handling administrative tasks outside their shift realm can be challenging. It opens us up for exposure both on the streets and with the accuracy and consistency that is required to manage

administrative duties. The need for a dedicated officer focused on Administrative duties remains.

The Administrative Officer will be a sworn officer and will have full police powers and will be able to assist on the street when necessary. The proposed Administrative Officer position is part-time and will not be a supervisor within the Sugar Grove Police Department as State law prohibits a part-time officer from supervising full-time officers.

The part-time status provides an adequate number of hours at this time, fits the financial constraints of the current budget, and provides an excellent opportunity for an experienced career police professional to share their knowledge and expertise and help mold the department. The anticipated successful candidate will have extensive administrative experience and will likely have held a supervisory rank.

The specific Administrative duties necessary are detailed in the attached draft job description.

### **COST**

The police department approved budget includes the salary and FICA/Medicare costs associated with this position. Again it is only a 24 hour per week at an anticipated hourly rate of \$25. Budgeted for the year is \$31,200 along with an additional \$2387 to cover FICA & Medicare for a total of \$33,587. No pension or health care costs are associated with this position.

### **RECOMMENDATION**

That the Board by consensus confirm filling of the Administrative Officer position.

**VILLAGE OF SUGAR GROVE  
POSITION DESCRIPTION**

**Position Title:** Part Time Administrative Officer  
**Department:** Police  
**Reporting Structure:** Chief of Police  
**FLSA Status:** Non Exempt

**GENERAL PURPOSE**

Under general direction of the Chief of Police, directs and conducts the daily operations and activities of the police department records division. Conducts and maintains record of department staff training. Assists with emergency management function(s). Administers and tracks department fleet and vehicle maintenance. Administers and tracks vehicle impound program. Reports directly to the Chief of Police.

**SUPERVISION RECEIVED:**

Works under the general supervision of the Chief of Police.

**SUPERVISION EXERCISED**

None

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

Records Management:

- Assures efficient completion and quality control for all records related responsibilities within the police department.
- Responsible for confidential and secure records maintenance.
- Assists staff, as well as the general public, in all areas related to police records operations.
- Maintains computer data bases relative to department and records division needs and functions. Assures personnel are trained and efficient in the use of these applications.
- Supervises manual and automated information management systems including LEADS, New World, and APPRISS. Troubleshoots information system problems on desktop computers in the records division and solves or assists in the solution of the problem.
- Acts as the LEADS coordinator for the department.
- Functions as a contributing member of the Police Management Team.
- Participates in the hiring process for new records division personnel.
- Prepares required monthly, weekly or other Management and Administrative reports in a timely manner.

#### Department Training:

- Reviews and evaluates training efforts and recommends improvements.
- Organizes and tracks training attended by department personnel.
- Schedules annual training for department personnel including firearms qualifications.
- Updates and maintains required documentation through the ILETSB and EDI.
- Prepares required monthly, weekly or other Management and Administrative reports in a timely manner.

#### Emergency Management:

- Responds to emergency management incidents within the village.
- Assists with annual emergency management responsibilities.
- Will assist in the completion of required documentation to be submitted to the Kane County Office of Homeland Security and Emergency Management after an incident.
- Complete annual NIMSCAST report and will work with the human resources department to assure NIMS training compliance within the village.
- Assist with updating the Village's emergency operations plan bi-annually to meet guidelines set by IEMA and FEMA.
- Ensures that maintenance and operation of emergency warning sirens are documented and in working order.
- Prepares required monthly, weekly or other Management and Administrative reports in a timely manner.

#### Fleet Management:

- Organize and track department vehicles.
- Schedule & document vehicle maintenance.
- Organize and track installed vehicle equipment.
- Prepares required monthly, weekly or other Management and Administrative reports in a timely manner.

#### Vehicle Impound Program:

- Responsible for the overall tracking and Maintenance of the impound program.
- Make notification to vehicle owners notifying of hearing dates.
- Make notification to owners and lien holders of vehicle status.
- Coordinate administrative hearings for hearing officer and village attorney.
- Maintain hearing records from administrative hearings.
- Work with finance department on adjudicated cases involving refunds.
- Dispose of vehicles that are abandoned per state statute and department policy.
- Create a monthly report for the Chief of Police in regards to the impound program progress and monies taken in and refunded.

- Prepares required monthly, weekly or other Management and Administrative reports in a timely manner.

## **DESIRED MINIMUM QUALIFICATIONS**

### General:

- Must be 21 years or older at the time of employment
- Must possess a valid State driver's license without record of suspension or revocation in any State
- Felony convictions and disqualifying criminal histories within the past seven years are not allowed
- U.S. citizen
- Must be able to read and write the English language
- Must be of good moral character and of temperate and industrious habits.

### Education and Experience:

Associates degree (A.A) in Criminal Justice, or equivalent from a two-year college; three years related supervisory experience and/or training; or equivalent combination of education and experience.

Requires an extensive working knowledge of all applicable Federal, State and local laws and ordinances; functions and interrelations of law enforcement jurisdictions; extensive knowledge of records management and destruction procedures; knowledge of Freedom of Information Act process, and compliance procedures; knowledge of state crime / crash reporting procedures to the state of Illinois, IDOT, and any federal reporting entities.

## **CERTIFICATES, LICENSES, REGISTRATIONS:**

- Valid Illinois Driver's License.
- State of Illinois Law Enforcement Officer Certification.
- Current Illinois Firearms Owners Identification Card (FOID).

## **SPECIAL REQUIREMENTS:**

- Ability to meet Department's physical standards.
- Pass background check to include driving record.

## **TOOLS AND EQUIPMENT USED**

Police car, police radio, radar gun, handgun and other weapons as required, sidehandle baton, handcuffs, breathalyzer, pager, first aid equipment.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.

The employee must occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, use hands to finger, handle, or feel objects, tools or controls such as computer keyboard, scissors, paper cutter, and other office equipment. The employee is regularly required to stand, walk, sit, reach with hands and arms, and talk or hear on the phone and in person. The employee is occasionally required to stoop, kneel or crouch to reach lower level file drawers. The employee must occasionally lift and/or move boxes of files or paper up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

While performing the duties of this job, the employee may work in outside weather conditions. The employee occasionally works near moving mechanical parts; in high, precarious places; and with explosives and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat, and vibration.

The noise level in the work environment is usually moderate.

## **OTHER SKILLS & ABILITIES:**

- Ability to develop and implement training programs.
- Ability to develop more effective work methods and procedures and in-house training.
- Ability to analyze and respond to emergency situations quickly and effectively and to justify and document courses of action taken.
- Ability to use courtesy, firmness and tact in dealing with the general public and staff.
- Ability to attend and participate in job related meetings, seminars and continuous education courses and to remain abreast of new trends in training needs and law enforcement.
- Ability to establish and maintain satisfactory working relationships with Village Personnel, other law enforcement officials, and the general public.

- Ability to write reports, business correspondence, and procedure manuals.
- Ability to review reports and documents in regards to FOIA fulfilling requests in a timely manner as required by law.
- Ability to utilize computer(s) and general operating programs such as the Microsoft Office Suite. (Access, Excel, Word, Power Point)
- Ability to document and justify chosen courses of action.
- Requires typing, data entry and/or customer service experience.
- Must possess knowledge of office practices and procedures.
- Possess above average interpersonal skills and have the ability to appropriately handle various public situations.
- Ability to prepare required monthly, weekly or other Management and Administrative reports in a timely manner.

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** CYNTHIA L. GALBREATH, VILLAGE CLERK  
**SUBJECT:** DISCUSSION: 2014 VILLAGE OPEN HOUSE  
**AGENDA DATE:** JUNE 17, 2014 COMMITTEE OF THE WHOLE MEETING  
**DATE:** JUNE 12, 2014

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**ISSUE**

Shall the Board host an Open House in 2014.

**DISCUSSION**

The annual Open House in 2013 was held on September 17, 2013 prior to a Board meeting. Village Open Houses have also been hosted in the past at on opening or closing dates of the Sugar Grove Farmers Market. Staff would suggest that closing day, Saturday September 27, 2014, be the date of the 2014 Open House. Hosting of the Open House on this date falls in line with the Village support of this volunteer run community event. While attendance when held prior to a Regular Board meeting was good, the switch to the last Farmers Market was made to facilitate more attendance and was successful.

Last year the theme was "Sugar Grove Communicates" and USB "Keys to the Village" were distributed in the hopes that we would increase communications with residents. The Village did increase its communication efforts and is reaching via eBlasts 861 persons (up from 671) and 352 (up from 203) on Facebook.

This year it is suggested a theme of Keep Sugar Grove Beautiful be considered and that vehicle litter bags be considered for distribution. These bags hooks to the headrest in a car. They can also be used for simply holding needed items in a vehicle, however, hopefully they would be used to help keep our Village Clean and Green. A pamphlet with various ways to keep the Village beautiful, participating in the 50/50 program, conserving water, recycling information, open burning and items of that nature could be distributed in the bags.

Staff further suggests that the first 100 people who bring an item (to be determined as to need) for the food pantry receive a \$1.00 off coupon for any item at the Market.

Litter Bags 200 @ \$1.89 per bag = \$378

Coupons 100 @\$1.00 = \$100

## **COSTS**

The costs associated with the Open House advertising, give-aways, and coupons are estimated to be approximately \$500. The proposed FY 13-14 Budget includes sufficient funding in Board - Public Relations 01 57 6515 for this event.

## **RECOMMENDATION**

That the Board discuss the 2014 Open House determine the date and direct staff to prepare for and advertise the event.

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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** PAT CHAMBERLIN, FINANCE DIRECTOR  
**SUBJECT:** PUBLIC UTILITIES RATE COMMITTEE  
**AGENDA:** JUNE 17, 2014 COMMITTEE OF THE WHOLE  
**DATE:** JUNE 13, 2014

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**ISSUE**

Discussion of the Public Utilities Rate Committee.

**DISCUSSION**

The first Rate Committee meeting was held May 30. Members of the committee discussed the proposed rate increase of 6.25% for the next three years. There is a projected shortfall in excess of \$420,000 for the three year time frame. There was some discussion as to whether the Village should operate the Water and Sewer Operations account with a deficit. Some of the larger projects in the upcoming fiscal year budgets are in excess of \$1.8 million. Those projects include:

Fays Lane Water Main Replacement  
Mallard Point to Settlers Ridge Water Main Improvements  
Settlers Ridge to Hanks Water Main Improvements

A second Rate Committee meeting was held on June 13 at 1:00 p.m. After some discussion on the various rate increases, the Public Utilities Rate Committee approved a rate increase of 6.25% for the next three (3) years. If revenues are lower than anticipated, it was recommended the committee reconvene to again review the rates.

**COST**

There are no costs associated with this discussion.

**RECOMMENDATION**

That the Board discuss the results of the Public Utilities Rate Committee meeting held on June 13.