

**March 1, 2011
Village of Sugar Grove
Regular Board Meeting
6:00 PM**

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

Present: President Michels, Trustee Montalto, Trustee Renk, Trustee Johnson, Trustee Bohler, and Trustee Geary.

Absent:

Quorum Established.

Also Present:

Administrator Brent Eichelberger, Finance Director Justin VanVooren, Community Development Director Richard Young and Director of Public Works Anthony Speciale.

PUBLIC HEARINGS

None

APPOINTMENTS AND PRESENTATIONS

None

PUBLIC COMMENTS ON ITEMS SCHEDULED FOR ACTION

President Michels called for any public comments on items scheduled for action (as read by President Michels).

None.

CONSENT AGENDA

1. Approval: Minutes of the February 15, 2011 Regular Board Meetings
2. Approval: Vouchers
3. Resolution: Release of LOC – Village Bible Church
4. Approval: Purchase of Bulk Road Salt

Trustee Johnson moved **to approve the consent agenda as presented**. Trustee Geary seconded the motion. President Michels then called for a roll call vote.

AYES: Trustee Johnson, Trustee Renk, Trustee Bohler, Trustee Geary and Trustee Montalto.

NAY:

ABSENT:

Motion Carried.

Trustees Geary and Bohler asked how many tons of salt the Village has used this season, how much salt does the Public Works Facility hold and is the purchase replenishing our current supply. Public Works Director Speciale explained that we have used 2000 tons of salt this season. The Public Works

Facility is capable of holding 1000 tons of salt. Further, we are not short on reserves, this purchase is for next season.

GENERAL BUSINESS

Resolution Requesting Access to Illinois Route 47 at College Corner Subdivision

Trustee Johnson **moved to Approve a Resolution Supporting Modification to Access Restriction to Illinois Route 47 at College Corner Subdivision.** Trustee Montalto seconded the motion.

Community Development Director Young explained that the College Corner Subdivision property was originally recorded with a vehicular restriction that would not allow direct access to Illinois Route 47. The Village approved the College Corners plans with a Right In / Right Out access only. The Village will send an endorsement to IDOT to approve the request. Trustee Johnson asked if it affect the development if IDOT does not approved the access. The Board discussed the request and resolution and agreed that it is in the best interest of Sugar Grove to approve the resolution. President Michels then called for a voice vote.

AYES: Trustee Johnson, Trustee Renk, Trustee Bohler, Trustee Geary and Trustee Montalto.

NAY:

ABSENT:

Motion Carried.

Resolution Authorizing a Market License Agreement – Bensidoun USA

Trustee Johnson **moved to Authorizing a Market License Agreement with Bensidoun_USA.** Trustee Bohler seconded the motion. Village Administrator Eichelberger explained that the discussions have gone very well. Trustee Johnson attended the meeting. They are receptive to all the ideas from the Village. A draft agreement was completed today; the Attorney has reviewed it and sent it to Bensidoun, USA this afternoon. The Board discussed the request and resolution and agreed that it is in the best interest of Sugar Grove to approve the resolution pending Attorney Review. President Michels then called for a roll call vote.

AYES: President Michels, Trustee Johnson, Trustee Bohler, Trustee Geary, Trustee Montalto and Trustee Renk.

NAY:

ABSENT:

Motion Carried.

NEW BUSINESS

None.

REPORTS

Public Works Director explained that the Public Works Department have been working on filling potholes and that Denny Road and north Dugan Road are a problem. We have not received any reports of flooding however, the ground is not absorbing the water; it is trickling in to the street.

Trustees Geary, Montalto, Renk and Johnson thanked the Chamber of Commerce and Library for hosting Candidate night. It was nice to hear from the School Board and Fire Protection Districts. Trustee Johnson also thanked Ken for videotaping and live broadcast on SugarGroveOnline Broadcast.

Trustee Johnson congratulated the Kaneland Knights Boys Basketball Teams on Conference Champs.

Trustee Montalto attended Fine Arts Night at Open Range. It was a very nice event with a lot of talented students and teachers performing.

Village Administrator Eichelberger informed the Board that the Kaneland High School Spring Musical, "Pirates of Penzance" will be March 18, 19 and 20. Ticket order forms are available on the Kaneland High School website.

PUBLIC COMMENTS

None.

Airport Liaison Report

Mr. Joe Wolf explained that the building permit for HondaJet is going to the Aurora City Council Meeting in the next 60 days. They should be breaking ground by the end of the year. President Michels suggested the Village schedule a staff meeting to discuss the HondaJet project. Mr. Wolf added that Piper Jet is still approximately 1 – 2 years away. Further, while the economy has hurt JA Air, flights remain high.

Adjournment

Trustee Geary motioned to adjourn the Regular Board Meeting. Trustee Bohler seconded the motion. Meeting Adjourned at 6:29 PM.

**Committee of the Whole
March 1, 2011
Village of Sugar Grove
Regular Board Meeting
6:37 PM**

President Michels opened the meeting at 6:37 PM and asked that the roll be called.

Present: President Michels, Trustee Geary, Trustee Montalto, Trustee Renk, Trustee Johnson, and Trustee Bohler.

Absent:

Quorum Established.

Also Present:

Administrator Brent Eichelberger, Finance Director Justin VanVooren, Community Development Director Richard Young and Director of Public Works Anthony Speciale.

Public Comment

None.

2011 Zoning Map

Community Development Director Young distributed a draft copy of the 2011 Zoning Map. He explained that the Village must adopt a new Zoning Map by the end of March each year. The final map will be brought back to the Board next meeting for approval.

FY 2011 – 2012 Budget

Finance Director VanVooren presented the FY2011-2012 Budget. He explained that we will be reviewing the General Fund Summary, staffing, detailed line items and two add sheets.

FY2010-2011 Budget Review

The FY2010-2011 has a surplus as opposed to the deficit that was budgeted. Revenues are lower by approximately \$80,000 while expenses were decreased by \$310,000. Trustee Montalto questioned the Police Pension. Administrator Eichelberger explained that the Village has continued to make 100% of the transfer to the Police Pension each year.

FY2011-2012 Summary

The FY2011-2012 Budget currently shows a surplus of \$48,000. Revenues increase about 5% above the projected actual (2 ½% increase from the FY2010-2011 approved budget). Expenses increase about 7% the projected actual; however, it is a decrease from the FY2010-2011 approved budget.

Staffing

The only change to the revised staffing levels is the additional of seasonal employees in the Public Works Department. Administrator Eichelberger pointed out that the current staffing levels have decreased 20% from FY2008-2009. There will be two seasonal employees hired for Public Works due to the additional right of way maintenance this upcoming summer. There has been a wage freeze for non-represented employees for the past 3 years. It is proposed to provide a wage increase this year; a step increase along with a 3% cost of living increase. Although this does not equal the increase for

represented employees; it is a step in the right direction as it has been the Village's policy to pay employees fairly regardless of if they are represented or not. The budget is able to sustain the increase this year.

Trustee Montalto questioned the Police Department is down one person and wonders if safety will become an issue. He suggested looking at adding personnel in the Police Department as well as looking at staffing in out years. Trustee Renk asked if there is still a 6-12 month lead time for training if we had to add another officer. Administrator Eichelberger explained that there were two officers out this fiscal year. The Police have adjusted workloads to accommodate their absences. Essentially, with the return of one of those officers, the Police Department is making their staffing levels work.

President Michels questioned the Building Maintenance Salaries budget. And asked if the Village should consider contracting custodial work. Finance Director VanVooren explained that the salaries in building maintenance are not dedicated to one person; it does not reflect the salaries of custodial services. Salaries in all departments are split, such as Public Works employees salaries are split among different accounts; the Director and Office Assistant have a percentage of their salaries taken from building maintenance as well as all Streets Laborers salaries are split between Streets and Building Maintenance. When the Custodian position was eliminated from the budget, we looked at several possible solutions including outside contractors but chose to reduce the level of service.

Revenues

The significant revenue increases include property taxes, state income taxes as well as sales taxes. Trustee Renk stated that the Village should be more conservative when estimating our revenues. Director VanVooren assured the Board that all revenue numbers are very conservative. Additionally, Director VanVooren responded to several questions; there is a three month lag time for sales tax dollars, sales tax is paid monthly through the state and the Village does not receive any part of the Illinois income tax increase. The Board also questioned the number of permits and any fee increases. The budget was calculated based on 0 residential permits. Most of the building related fees were not increased this year. There is an increase in liquor licenses as well as passing on a fee increase for engineering permit review fees. If there were no fee increases, it would amount to approximately \$2000. Trustee Renk stated that he would rather see small annual increases opposed to one large increase. He would like to revisit the proposed fee increases at the end of the budget sessions to see where we are at. President Michels asked as he has received complaints about the overnight parking fines if the Village could issue warnings first?

Expenditures

Administration – Trustee Geary asked if we need all our memberships and are we getting our value. Administrator Eichelberger explained that we are slowly adding back in some of the training or memberships that have been cut from previous budgets. He believes our dollars are best spent investing in of our employees.

Police – President Michels asked if the budget reflected training for the rifles previously purchased. Director VanVooren will make sure the training is included in the budget. Trustee Geary would like to see rifle mounts in the squad cars as well. What is the status of the radios provided by the Fire Protection District? Director VanVooren explained the radios would be a capital expense and discussed at that time. President Michels also questioned the Contractual Services increase. Director VanVooren explained that is due to the IRMA Lexipol Training Program Grant.

Streets – Director VanVooren explained that the salaries projected actual budget is lower FY2010-2011 due to the unexpected resignation of a laborer. With the filling of open positions Trustee Geary questioned if the training budget is adequate. He believes we should to add funds for training. This may also be a good time to add the Snow & Ice Conference back to the budget. Additionally, the Board questioned specific account increases: 6606: Landscaping Supplies – Increase was for new development trees. As there are 0 residential permits expected, the trees will be removed from the budget. 6500: General Equipment – \$16,000 increase is a 60” mower replacement and a stump grinder attachment for the Bobcat. 6407: Repair & Maintenance - Vehicles –Do we need to look at fuel costs? Director VanVooren will be reviewing all fuel accounts. Trustee Montalto asked if the Village has a policy regarding idle time for vehicles for fuel savings. Yes, the Village established a policy several years ago when the fuel costs increased dramatically. Trustee Renk asked if we have considered fueling our own vehicles. Director Speciale explained that it is in our Capital Improvement Plan however, it is not feasible at this time.

Community Development – Director Young explained that the increase in legal and engineering and an offsetting review.

President Michels asked if the two add sheets were included in the proposed budget. No they are not. Further, President Michels would like the Board to start thinking outside the box when considering new projects or ideas. He had several items for the Board’s consideration.

- Fiber optic to Village Hall and Police Department
- Contribution toward bike path goals
- Cable TV incentives to bring in another cable company – many residents unhappy with MediaCom
- Signage for schools, fire, police, library
- Increase in road expenditures
- Establish right-of-way for Gordon Road – possible feasibility study or plan. The project would prepare for us for the Illinois Route 47 widening. There may be only 3-4 property owners
- Gordon Road Quiet Zone
 - Director Speciale explained that the project is not feasible because it is too close to Prairie Street. President Michels suggested wayside horns. One problem with the wayside horns is they can be much louder to the homes directly in their path. The ICC will not approve wayside horns on only one side of the road.
- Take over Hannaford Farm roads
- Citizen survey – last one was done in 2007. It may be time to revisit this item.

Trustee Johnson stated that she would like to see us put any additional dollars where it is most effective, fixing Village roads.

Trustee Geary stated that he has received many requests from residents to reconsider the \$1.00 surcharge on Village Utility Bills.

Meeting adjourned at 8:50 PM

Respectfully submitted, Linda A. Ebinger