



**Village of Trout Valley**  
**Board Meeting Information Packet**  
**April 11, 2022**

**Link to the Zoom recording of the meeting**



# AGENDA

## VILLAGE OF TROUT VALLEY BOARD MEETING Monday, April 11, 2022 @ 7:00 p.m. At the Trout Valley Lodge (also available via ZOOM)

**Please use the following for access to this meeting:**

<https://us02web.zoom.us/j/82381461107?pwd=SnNhOEt3ZlNtc05NenJNREhPbEJ6UT09>

Meeting ID: 823 8146 1107 Passcode: 360970

One tap mobile +13126266799,,82381461107#,,,\*360970# US (Chicago)

- 1.0 Call to Order
- 2.0 Approval of February 15, 2022 Regular Meeting Minutes
- 3.0 Public Participation
- 4.0 Old Business
  - 4.1 Playground Update (Peterson)
  - 4.2 Stormwater Update (Baker)
  - 4.3 Speedbumps Update (Baker)
- 5.0 New Business
  - 5.1 Approval of \$7k in Supplemental Funding for Fen Work/Repair of Grass Edges (Hall)
  - 5.2 Report: Conclusion of Rick Haning Independent Contractor Agreement (Baker)
  - 5.3 Rescheduling of 09/12/22 Village Budget Meeting (Almeraz)
  - 5.4 Process of Approval for Special Projects Funded by Private Donors (Somers)
  - 5.5 Governor's Executive Order re: Zoom Attendance (Somers)
- 6.0 Reports, as appropriate
  - 6.1 Financial
    - 6.11 Report
  - 6.2 Security
    - 6.21 Report
    - 6.22 Approval of Security Contract with NW Suburban Security for 2022
  - 6.3 Intergovernmental
    - 6.31 Report
    - 6.32 Trout Valley History Museum
  - 6.4 Forestry Board
    - 6.41 Report
  - 6.5 Nature Conservancy Board
    - 6.51 Report
  - 6.6 Roads Committee
    - 6.61 Report
  - 6.7 Other
- 7.0 Presidents Report
- 8.0 Adjournment



## **Village of Trout Valley Board Meeting Minutes**

### **February 15, 2022 (DRAFT)**

A regular meeting of the Board of Trustees of the Village of Trout Valley, Illinois, was held on February 15, 2022 via Zoom. Notice of the meeting and the agenda were posted at two prominent places in the Village of Trout Valley.

President Robert Baker called the meeting to order at 7:01 p.m. Trustees present: Robert Antrim, Michelle Gilbert, David Hall, David Peterson, Kristin Purtill and Ann Somers. Also present were Clerk Tonia Gonzalez, Comptroller Laurie Almeraz, Consultant Rick Haning, and Counsel James Kelly from Matuszewich & Kelly, LLP.

President Baker requested the following motion, which was proposed by Trustee Purtill and seconded by Trustee Gilbert:

***“The December 13, 2021 meeting minutes be approved, with revisions to section 4.1”***

Voting Aye: Trustees Antrim, Gilbert, Hall, Peterson, Purtill and Somers

Voting Nay: None. Motion carried.

President Baker requested the following motion, which was proposed by Trustee Purtill and seconded by Trustee Antrim:

***“The January 31, 2022 Special meeting minutes be approved”***

Voting Aye: Trustees Antrim, Gilbert, Hall, Peterson, Purtill and Somers

Voting Nay: None. Motion carried.

### **3.0 Public Participation**

None

### **4.0 Old Business**

#### **4.1 Approval Village Audit for FY 2021 by GRA and Approve Payment for Services Rendered**

Audited financial statements are required as a result of the bond offering. Discussions held regarding the audit completed by George Roach & Associates (GRA). Audit was performed on financial statements only, not other processes.

President Baker requested the following motion, which was proposed by Trustee Peterson and seconded by Trustee Antrim:

***“Approve FY 2021 Financial Audit for The Village of Trout Valley, completed by George Roach & Associates”***

Voting Aye: Trustees Antrim, Gilbert, Hall, Peterson, Purtill and Somers

Voting Nay: None. Motion carried.

President Baker requested the following motion, which was proposed by Trustee Peterson and seconded by Trustee Somers:

***“Approve payment to George Roach & Associates in the amount of \$6k, subject to approval of the FY 2021 Audit Report and presentation of the invoice in that amount”***

Voting Aye: Trustees Antrim, Gilbert, Hall, Peterson, Purtill and Somers

Voting Nay: None. Motion carried.

GRA as part of their \$6k fee, will file the Annual Financial report, the Grant Transparency report and the Annual Treasurers report, which are all due by the end of February.

#### **4.2 Approve Purchase of Three New Flags for the Lodge & Entrance Flag Poles**

Trustee Peterson requested the purchase of new flags due to wear & tear of the current flags. The three flags would be: 6’x10’ & 5’ x 8’ American flags and a 5’ x 8’ Trout Valley flag.

President Baker requested the following motion, which was proposed by Trustee Peterson and seconded by Trustee Hall:

***“Approve the purchase of three new flags for the Lodge & Entrance flag poles, not to exceed \$600”***

Voting Aye: Trustees Antrim, Gilbert, Hall, Peterson, Purtill and Somers

Voting Nay: None. Motion carried.

#### **4.3 Approval of Fish Purchase Invoice for Payment – Donation Commitment to TVRS**

President Baker requested the following motion, which was proposed by Trustee Peterson and seconded by Trustee Hall:

***“Approve payment to the Trout Valley Restoration Society for the purchase of fish”***

Voting Aye: Trustees Antrim, Gilbert, Hall, Peterson, Purtill and Somers

Voting Nay: None. Motion carried.

\$750 was previously budgeted to purchase fish for the ponds. Supporting receipts/documents for the purchase will be given to the Village. Comptroller Almeraz will create a policy that requires documentation after purchases for donations over \$500.

#### **4.4 Approval of Bio Dredging Invoice for Payment – Donation Commitment to TVRS**

This is the 2<sup>nd</sup> year bio-dredging the ponds. The TVA donated \$1,537.00 and a private donor donated \$3k. The matching funding of \$1,537.00 by the Village was already budgeted.

President Baker requested the following motion, which was proposed by Trustee Peterson and seconded by Trustee Hall:

***“Approve payment to the Trout Valley Restoration Society for the Bio Dredging of ponds in the amount of \$1,537.00. TVRS will provide detail of purchase to the Village & TVA after receipt”***

Voting Aye: Trustees Antrim, Gilbert, Hall, Peterson, Purtill and Somers

Voting Nay: None. Motion carried.

## **5.0 New Business**

### **5.1 Approval of Contract for Phase 1 of Stormwater Project**

HR Green provided a Professional Services Agreement for the Village of Trout Valley for the Village

Drainage Study and Barn Site Modifications. The request for a combined proposal, resulted in a lower cost for the study.

President Baker requested the following motion, which was proposed by Trustee Peterson and seconded by Trustee Somers:

***“Accept HR Green’s Professional Services Agreement for services provided, for a maximum of \$25k. ARPA funds will be utilized”***

Voting Aye: Trustees Antrim, Gilbert, Hall, Peterson, Purtill and Somers

Voting Nay: None. Motion carried.

### **5.2 Support of Association Dues Increase**

Discussions held regarding the Village supporting the TVA dues increase proposal. The Village previously sent a letter of support of the last dues increase. Counsel Kelly stated that as a general rule, he would not recommend taking a position, but it is up to the Village Board.

The President Baker requested the following motion, which was proposed by Trustee Peterson and seconded by Trustee Gilbert:

***“The Village support the TVA dues increase. President Baker will write a letter in support of the dues increase.”***

Voting Aye: Trustees Gilbert, Hall, Peterson, Purtill, and Somers

Voting Nay: Antrim. Motion carried.

### **5.3 Adoption of Board Document Packet for Future Village Meetings**

Discussion held regarding availability and potential contents of a meeting packet to be available to residents in the Trout Valley Newsletter on the Friday prior to the Village Board meeting. The agenda is currently the only document required for posting 48 hours in advance of a regular Village Board meeting. Trustee Peterson reviewed what the potential meeting packet would look like.

President Baker requested the following motion, which was proposed by Trustee Peterson and seconded by Trustee Hall:

***“Approve the assembly of meeting packets for distribution and included in the Trout Valley Newsletter, prior to the Village Board Meetings. Any information/documents available after publication, will be inserted into the meeting packet and sent to the Board members prior to the Village Board meeting.”***

Voting Aye: Trustees Antrim, Hall and Purtill

Voting Nay: Trustees Somers and Gilbert. Abstain: Trustee Antrim

Motion carried.

Will work with Alyssa to have meeting packet included on the Trout Valley Website. Financial statements may not be available for inclusion in the initial meeting packets.

### **5.4 Addition of Speed Bumps to the Lower Pasture Circle**

Trustee Gilbert reviewed a map with potential speed bumps along the Village Loop road. Discussions held regarding the use and type of speed bumps that could be used to discourage speeding on the loop. Any speed bumps would need IDOT approval on a municipal road. TVA has not requested the use of speed bumps. Discussions held regarding other ways to discourage traffic on the Loop. Counsel Kelly asked to provide a written opinion on the use of temporary speed bumps or road closure on the Village loop road. Discussions held regarding the McHenry County Sheriff enforcing speed violations. Topic will be discussed at the April Village board meeting.

## **6.0 Reports, as appropriate**

### **6.1 Financial Report**

Comptroller Almeraz reviewed the Financial Report. State Income Tax (largest revenue source) YTD is 15% higher than FY21. Combined Local Use and Sales Tax is 5% ahead of budget. A Ponds sub-account was created within the Community Forestry Account. No additional funds available for the tree program in FY 2021-22. Expenditures are running at budget. Discussions held regarding the funding of the repair of the dam at Pond #2. Funds were budgeted, but not approved. In a review of the Balance Sheet, Cash is \$368k, including \$59.2k in the Project Fund. The first payment of \$41.9k was made to the Bond fund.

President Baker requested the following motion, which was proposed by Trustee Peterson and seconded by Trustee Purtill:

***“Approve the December, 2021 through January, 2022 Disbursements for the Village of Trout Valley, with changes to #9261 & #9264 to reflect Contributions”***

Voting Aye: Trustees Antrim, Gilbert, Hall, Peterson, Purtill and Somers

Voting Nay: None. Motion carried.

### **6.2 Security Report**

Still working on 2022 contract for NW Suburban Security. McHenry County crime mapping showed very little activity in Trout Valley.

### **6.3 Intergovernmental Report**

Discussions held on McHenry County partnering bid opportunities, Trustee Hall is working on bid for infrastructure/maintenance, which includes the crack sealing of TVA roads. The Village cannot pay for maintenance of private roads/property.

**6.32 Trout Valley History Museum:** Museum will be using part of hay loft and will bump out south end of the Barn. General contractor will select architect. Additional fundraising will be needed.

### **6.4 Forestry Board Report**

A joint meeting with the Village Nature Conservancy Board was held. Tree near the Lodge needs to be removed at a cost of \$800. Winter pruning will start this week and should last 5-7 days. On 4/28/22, in celebration of Arbor Day, a tree will be planted at the Lodge, and live small trees will be given out.

### **6.5 Nature Conservancy Board Report**

Researching solutions to preserving the edges of Trout Valley Road and other roads recently repaved. Plants were divided from the Lodge butterfly garden. Planning for 2022 maintenance of wildflower areas. Downed trees in the Fen area that were identified have been removed.

### **6.6 Road Committee**

Trustee Peterson is meeting with the Village of Cary representatives, to plan for future projects & learn from the past. He will inquire regarding crack sealing.

### **6.7 Other**

None

## **7.0 Presidents Report**

The Village has a new ComEd External Affairs Manager, Tom Tumminaro, who replaces Suzanne Strangmeier.

## **8.0 Adjournment**

There being no additional regular business to come before the Board, President Baker requested a motion to adjourn, which was proposed at 9:31 p.m. by Trustee Hall and seconded by Trustee Purtil.

Voting Aye: Trustees Antrim, Gilbert, Hall, Peterson, Purtil and Somers

Voting Nay: None. Motion carried.

Respectfully submitted,

Tonia Gonzalez

Village Clerk

## Supplemental Funding for Fen Work

The trails in the upper Fen need to be dressed with wood chips to provide a dry and stable footing for residents as they walk through the Fen. The Fen volunteers do not have the same energy and strength they once had in order to move the wood chips by wheelbarrow over the 50 foot change in grade. The Fen volunteers will still dress the trails in the lower Fen with wood chips.

Two quotes for this work have been received, with the lowest quote being \$1,500 to supply and spread wood chips on the level trails in the upper Fen.

A planting bed has been prepared at the corner of Rainbow and Trout Valley Road. Two quotes for this work were received and the lowest quote of \$300 was accepted. This work has been completed as we needed to have the planting bed ready to receive plants that will be divided by volunteers from the pollinator garden at the Lodge.

Therefore I am requesting an additional \$1,800 funding in order to contract for the dressing of the upper Fen trails with wood chips and payment for preparation of the new planting bed.

Fen volunteers undertook the finishing of the edges of the new Trout Valley Road in accordance with HR Green's bid specifications. This volunteer labor saved the Village approximately \$5,000 in expense. Unfortunately soil that is not compacted is inadequate for the edges of Trout Valley Roads. Cars not slowing to pass oncoming vehicles tend to runoff the side of the road in order to pass creating huge tire ruts in the soil along the edge of the road. Either the soil along the road edges needs to be compacted and stabilized, an alternative material installed to withstand the load of car wheels that run off the asphalt pavement or obstructions installed along the road edges to encourage drivers to stay on the asphalt pavement.

Therefore I am requesting \$5,000 to implement alternative construction methods to improve the edges of the Trout Valley Road that runs through the Fen.

I motion for additional funding of \$7,000 for work on the land leased by the Village from the TVA in order to enhance the Fen area for the residents of Trout Valley.



## **Meeting Minutes Joint Meeting of Village's Forestry and Nature Conservancy Boards together with the TVA's Fen, Ponds, Landscaping and Gardens Committee**

### **Trout Valley Lodge – March 24, 2022**

In attendance: David Hall, Kristin Purtil, Bill Tranchita, Linda Stelle, Jackie Feakins, Carol Bibelhausen, Sandy Bury

February 10, 2022 Minutes approved – Bury made motion, Tranchita seconded.

### **Village Forestry Board**

Trees identified for trimming by Winkler has been completed; Hackberry by the pasture that was split was not able to be saved; Winkler removed.

\*Mulching trees and bushes – Bill reported that he is looking for funding in his landscaping budget to mulch all areas of Trout Valley at one time. He will advise David of status. Algonquin Township has mulch available for us if we choose.

Remove portion of box elder at corner of Country Commons and Turkey Run – no report

\*Oak tree at Barn ramp – Bill will coordinate a meeting April 1<sup>st</sup> at the site to review with Commonwealth Edison and Adam Wright, Adam Klein, Davey Tree and Village of Trout Valley Arborist, Bob Baker, David Hall and himself to determine how we might be able to save the tree.

Arbor Day tree/shrub planting – no report; scheduled for Thursday, April 28<sup>th</sup>. David will send out community message before date.

### **Village Nature Conservancy Board**

\*Update regarding lilac bushes that were cut back between Village lot's property line with Decker lot – TVA will fund the removal of damaged lilac bushes and replacement with viburnum similar to what has been used in other plantings. Kristin will communicate with Stephanie Decker, adjoining property owner.

\*Dividing and transplanting plants from Lodge pollinator garden to a new location – Fensters have identified an area off Turkey Run and Rainbow, and have received a quote for prepping the area. (see budget). Committee agreed with location and next steps.

### **TVA Fen, Ponds, Landscaping and Gardens Committee**

Landscaping budget request to TVA Board – see attached document. This budget covers 2022 expenditure requests. David and Bill will work quotes and implementation following budget approval. Note: Design drawing expenditure did not receive anonymous donor dollars, so the committee discussed other options to fund this project. Depending on budget dollars, committee will consider fundraising efforts once drawing is complete.

Landscaping of new playground project – Park Committee has been working with a landscape architect and funds for the work are included in the project. No further action needed at this time.

Removal of invasive vegetation around Tom Sawyer Pond and in road right of ways –

- New homeowner has jumped right in and begun removal in the area near River Road and Rainbow Bridge. This led to a discussion about community involvement in these types of projects.
- \*David will take the lead to coordinate a Community Work Day on Saturday, April 9<sup>th</sup>, from 9 – 11 a.m at Tom Sawyer Pond. The work day will focus on helping residents identify invasive species that have effected this area as well as most likely on their properties and the proper way of removal. Residents will be asked to come prepared to work on this area during this time.

Removal of invasive vegetation and clean up the Trout Valley “dump” – no report

Campaign to recruit residents to help with the foregoing work – see discussion above

Repair of leak in Pond #2 - appears that the material to fix the leak has raised the level in the pond slightly. Additional applications of the material will be applied and we will continue to monitor

\*Landscaping Master Plan –

- Sandy reviewed the revised Village plat indicating common areas throughout the Village and Association properties.
- Sandy reviewed the Powerpoint presentation that corresponded with the map.
  - Committee agreed to updated Mission of the combined Nature Conservancy Board and Trout Valley Association
  - Committee agreed to guiding principles of the work
  - Following discussion on the different areas for clarification and upgrades, Sandy requested that prior to the next meeting, committee members complete the following:
    - Identify any changes needed to the map.
    - Identify any items listed in the Powerpoint that do not fall under the work of this committee (e.g., pool furnishings may or may not be part)
    - Identify needs and wants for each area listed.
    - Input will be compiled by Sandy and presented for the next meeting.
- Committee agreed that this document will serve as the basis for communications to Boards and residents, as well as the working document for three-year budget planning.

Other matters – none to report

Next meeting – Thursday, May 5<sup>th</sup> at 4:00 p.m.

Meeting adjourned at 5:30 p.m.

\*indicates action required following meeting

Materials included in minutes: 2022 Proposed Budget, Master Plan Map, Master Plan Powerpoint

# TROUT VALLEY NATURE CONSERVANCY BOARD

## REPORT FOR APRIL 2022 VILLAGE MEETING

Volunteers have continued to work, weather permitting, for a few hours each week.

Work continued with cutting logs from downed trees to mark the Fen trails with pedestals. Also work was completed on clearing trails ready to receive wood chips to provide a dry surface for residents to walk on.

Volunteers also spent time clearing up debris at the corner of Rainbow Lane and Trout Valley Road left from the storm water sewer and road paving work. This work included filling an exposed catch basin with discarded asphalt paving, broken concrete and rocks so that an unsightly tree root ball that was protecting the hazard could be removed.

A planting bed has been prepared at the corner of Rainbow and Trout Valley Road to receive plants that will be divided from the plants in the existing pollinator garden at the Lodge. Volunteers will do the dividing and planting.

A polymer material was purchased to attempt to seal the leak in Pond #2. Two applications of the polymer material have been applied and the leak has been reduced and water is now flowing over the waterfall. A wet suit was purchased for Chris Burkhart, Trout Valley Maintenance, to wear when entering the pond to work on sealing the leak. Hopefully additional applications of the polymer material will seal the leak and save the Village the expense of constructing a new concrete wall in order to seal the leak.

The Nature Conservancy Board held a joint meeting with the Forestry Board and the TVA Fen, Pond, Landscaping and Gardens' Committee on March 24, 2022. In addition to the Board and Committee members four residents attended the meeting and will actively help the Village and Association this year. Minutes of this meeting are submitted in a separate document.

David Hall