



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

**February 15, 2022**

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. Consultant Haning filed the Grant Transparency report and Comptroller Almeraz filed the Annual Treasurers report.

#### **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 Hall, Peterson 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 will be 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 Purtill.

Voting Aye: Trustees Antrim, Gilbert, Hall, Peterson, Purtil and Somers  
Voting Nay: None. Motion carried.

Respectfully submitted,  
Tonia Gonzalez  
Village Clerk