

**Village of Gilberts
87 Galligan Road
Gilberts, IL 60136
Village Board
Meeting Minutes
March 6, 2018**

APPROVED FOR THE BOARD

Call to Order/Pledge of Allegiance

President Zirk called the meeting to order at 7:00 p.m. He proceeded to lead those present in the Pledge of Allegiance.

Roll Call/Establish Quorum

Clerk Meadows called the roll: Roll call: Members present: Trustees Kojzarek, Corbett, Allen, Farrell, Hacker and President Zirk. 1-absent: Trustee Zambetti. Others present: Administrator Sakas, Finance Director Erickson, Water Superintendent Castillo, Chief Building Inspector Swedberg and Chief Rossi. For members of the audience please see the attached sign-in sheet.

Public Comment

President Zirk asked if anyone in attendance had any comments for the Board Members regarding items not listed on the meeting agenda. Resident Dan Pace addressed the Board Members. He discussed a recent FOIA request that he had submitted to the Village Clerk with respect to approval of Resolution 24-2017. A resolution authorizing a service agreement with Robinson Engineering to provide for engineering services associated with the analysis of the Village's water system and the impacts of two additional wells along with the water treatment plant expansion. Mr. Pace reported that his request was denied due to the fact that the engineering analysis was currently in a draft format. Administrator Sakas confirmed that the report currently was a draft and exempt from FOIA.

Mr. Pace discussed the fact that he along with other residents are anxious to review the report which carried a \$14,840 price tag. He noted that when the request was denied Staff stated that the report would probably be available after approval of the SSA 25 Establishing Ordinance. Mr. Pace went on to report that he made a second attempt to receive the information. However, once again his request was denied.

Mr. Pace noted that in his opinion the Board had sufficient time to review the findings prior to granting the Conservancy Developer 51 additional permits. Mr. Pace articulated on the fact that this type of behavior places doubt that the Board Members are doing their due diligence in providing the residents with transparency and fiscal responsibility. He believes the Village should promptly release the Robinson Engineering's report.

President Zirk commented on the fact that he is and always has been in favor of releasing documents as promptly as possible. He understands Mr. Pace's frustration as he too has been in the situation many years ago when the Village failed to release documents to the public promptly.

Consent Agenda

- A. A Motion to approve Minutes from the February 20, 2018 Village Board Meeting**
- B. A Motion to approve Minutes from the February 27, 2018 Special Village Board Meeting**
- C. A Motion to approve Bills & Payroll dated March 6, 2018 as follows: General Fund \$37,973.80, Water System \$13,037.33, Performance Bonds \$377.00 and March Health Insurance \$25,933.26**

President Zirk asked if any of the Board Members wished to remove any item listed on the consent agenda for separate consideration. The Board Members offered no comments. **A Motion was made by Trustee Corbett and seconded by Trustee Hacker to approve the consent agenda items A-C as presented.** Roll call: Vote: 5-ayes: Trustees Kojzarek, Corbett, Allen, Farrell and Hacker. 0-nays, 0-abstained. Motion carried.

Items for Approval

There were no items listed under "Items for Approval".

Items for Discussion

FY-2019 Draft Budget

Administrator Sakas provided the Board Members with the second overview of the FY-2019 draft budget which had been amended after guidance from the February 6th board meeting. He noted that the draft budget doesn't include any wage or salary adjustments due to the pending finalization of the police union contract.

Administrator Sakas reported that there have been minor adjustments to the FY-2018 General Fund surplus. Staff estimates a surplus of \$79,777 which will be transferred into the operation reserves.

Administrator Sakas commented on some of the Administration's expenditures. He reported that the expenditures include the mailing of the newsletter once a year. He noted that the current insurance cost is an estimated amount. Staff should have the actual insurance cost by the end of the week. In addition, Staff was still in the process of researching the cost associated with the UDO codification and the migration of the Village Code. He noted the codification of the UDO will also require additional manpower. This matter may be a mid-year budget adjustment.

Administrator Sakas continued to discuss the Public Works expenditures and projects. He reported that one of the expenditures included in the draft budget was replacing the Village Hall main entrance door. However, recently Staff realized the chapel door was leaking which could result in structural damage. Staff recommends replacing the chapel door instead of the main door. Trustee Farrell recommended replacing both doors. The Board Members concurred with Trustee Farrell's recommendation.

Administrator Sakas discussed the entry signs expenditures which included maintenance and landscaping cost.

Administrator Sakas reported that Staff is in the process of evaluating the Rat Hut renovation and/or the replacement costs.

Administrator Sakas reported that Staff is in the process of obtaining bids on LED lights and finalizing the ComEd reimbursement incentive program savings.

Administrator Sakas discussed the building permit revenues. He noted that Staff has conservatively estimated the revenues to include 25 single-family Conservancy homes and Interstate Partners Building #4 permit fees which resulted in additional revenue of \$32,000.

Administrator Sakas provided the Board Members with an update on the Enterprise Fund FY-19 Budget. He reported that the Enterprise Fund surplus is estimated to be \$313,000. Administrator Sakas reported that the surplus had a slight decrease due to an increase in cost of wastewater chemicals. President Zirk noted that the Village is not generating a surplus of revenue from the water and sewer rates. The surplus will be needed in the future to fund large water and wastewater equipment replacement needs.

Administrator Sakas commented on the Enterprise Funds calendar projects and funding sources. He reported that the FY-18 estimated surplus is \$313,000 and the SSA 24 refunding amount is estimated to be \$147,042. In addition, the SSA 25 estimated proceeds are \$452,958. He noted that the Village is obligated to repay the Enterprise Fund \$600,000. President Zirk inquired about the interest accrued over time. He questioned if the interest should be included in the repayment of the \$600,000. Administrator Sakas stated that Staff will research the amount of interest collected over time and report back.

Administrator Sakas discussed the Village's portion of the water treatment plant expansion. He has scheduled Robinson Engineering to provide the Board with an overview of the proposed plant expansion.

Administrator Sakas summarized the other Enterprise Fund projects which included the Indian Trails Water Tower maintenance, UV control board replacement, upgrading the wireless fiber infrastructure to the water and wastewater treatment plants and other minor projects.

Administrator Sakas discussed the proposed use of Municipal Impact fees. He noted that Staff recommends funding the purchase of the PD Dash Cam System, Village Hall reroof, Police station reroof, and a new phone system and a 2nd floor air conditioning unit at 73 Industrial Drive. President Zirk expressed concerns with the use of Municipal Impact fees to fund the reroofing of municipal offices. In his opinion the Municipal Fees are to be used on commodities or infrastructure that benefits the community. President Zirk recommended the reroofing projects be funded by the General Fund. Trustee Hacker concurred with President Zirk's recommendation. Staff will amend the draft budget to reflect the Board Members recommendation.

Administrator Sakas discussed the Municipal Park Impact Fee Fund. He reported that the fund currently has a balance of \$301,056. The draft proposed budget sets aside \$37,000 to fund the improvements to the Town Center Football Field. A lengthy discussion ensued with respect to funding various park improvements. Trustee Hacker asked if the Village had the manpower to adequately maintain the football field once restoration was completed including watering and weeding the grounds. Chief Building Inspector reported that watering the grounds would require additional Staff time. However, the fields are minimally treated for weeds and Public Works continues to mow the park space.

Trustee Hacker commented on the fact that the Grizzlies program participation draws from Gilberts, Hampshire and Pingree Grove. He would like to see a report which included a team roster and the percentage of participants that are Gilberts' residents. In addition, he suggested the Board should consider using the park impact fees to build tennis courts and walking trails.

Trustee Corbett noted that in the past the Village had committed to reinstalling the goal post. However, the goal posts were never reinstalled.

Trustee Farrell recalled that in past discussions with the Grizzlies their participation percentages had a high number of Gilberts' residents. In addition, if the Village chooses to construct tennis courts the courts would be utilized by surrounding communities' residents.

Trustee Hacker noted that the Bison Baseball team does an excellent job in maintaining the Town Center Park ball field. He suggested including in the agreement a section obligating the Grizzlies to maintain the field.

Trustee Farrell was in favor of completing Town Center Park. President Zirk suggested during the recreational agreement discussions the Board suggest the maintenance clause with the Grizzlies.

Staff Reports

Administrator Sakas discussed the budget discussion schedule. He reported that Staff will present the final draft on April 10th with the vote scheduled for April 17th.

Administrator Sakas reported that an executive session is scheduled for March 13th to discuss his semi-annual performance review along with the MAP contract.

Administrator Sakas reported that the chili cook-off was held last Friday and the Fire Department were the winners.

Chief Building Inspector Swedberg reported that he along with Claudine are currently working on the 2020 Census.

Chief Building Inspector Swedberg reported that the Village to date has used 500 tons of salt and has 205 tons on hand. He will be ordering 700 tons of salt for next year.

Chief Building Inspector Swedberg reported that 2 out of the 3 concrete pillars located on East End Drive have been removed. The 3rd pillar has not been removed due to the fact that he is waiting on a JULIE locate.

Trustee Farrell asked Chief Rossi if he had an active shooter program. He responded yes, in the near future the Department will be conducting an active shooter drill at a local business location and at the Elementary School. Trustee Farrell suggested holding an active shooter drill with Staff.

Trustees' Reports

The Trustees' offered no reports or comments.

President's Report

President Zirk offered no reports or comments.

Executive Session

President Zirk asked the Board Members and Staff if they had any matters they need to discuss in executive session. Neither the Board Members nor Staff offered any comments.

Adjournment

There being no further business to discuss, a Motion was made by Trustee Corbett and seconded by Trustee Allen to adjourn from the public meeting at 8:30 p.m. Roll call: Vote; 5-ayes by unanimous voice vote. 0-nays, 0-abstained. Motion carried.

Respectfully submitted,

Debra Meadows