

**Village of Gilberts  
87 Galligan Road  
Gilberts, IL 60136  
Committee of the Whole  
Meeting Minutes  
January 14, 2014**

APPROVED MINUTES

**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**

Village Clerk Meadows called the roll. Roll call: Members present: Trustees Corbett, Mierisch, Zambetti, Farrell, Hacker and President Zirk. 1-absent: Trustee LeClercq. Others present: Administrator Keller, Assistant Administrator Beith, Finance Director Blocker, and Village Clerk Meadows. For members of the audience please see the attached list.

**Items for Discussion**

**Minutes for the January 7, 2014 Village Board Meeting**

President Zirk inquired if there were any questions on the amended minutes. Trustee Corbett asked what changes had been made. He noted if you are accessing the minutes via an electronic device the section highlighted depicting the changes does not appear. Village Clerk Meadows responded that the changes were minor in nature. She had amended page 4, paragraph 5 which noted the Village position on the restriction noted in the IGA with Kane County and Intra Soccer, LLC. In addition, Village Clerk Meadows reported that she had amended page 5, paragraph 2 which referenced the dollar amount the Village has on hand in impact fees and the final amendment was located on page 7 the title for the closing of the public hearing. There were no further comments on the minutes. President Zirk directed staff to place the minutes on the next consent agenda.

**December 2013 Treasurer's Report**

President Zirk asked if there were any comments or questions on the December 2013 Treasurer's Report. The Board Members offered no comments or questions on the December 2013 Treasurer's Report. The Treasurer's Report will be placed on the next consent agenda.

**Ordinance 02-2014, an Ordinance amending the Village Code Title 8 "Water and Wastewater" Chapter 5 "Public Waterworks Systems" Section 12 "User Charges"**

President Zirk reported that this conversation took place when he was not in attendance. Finance Director Blocker stated that she was asking for the Board to allow any water bill adjustment only occur in the same water billing cycle and incorporate the language in the Village Code. In addition, Finance Director Blocker was requesting the Board Members consider adding additional language to the code addressing the penalties that will be applied for not allowing the Village to access residential water meters in compliance with the water meter change-out program.

President Zirk questioned the language contained in the draft ordinance. He suggested staff forward the Ordinance onto Attorney Tappendorf to ensure the Village has the authority to penalize residents for noncompliance with the water meter change out program as written in the draft ordinance. A lengthy discussion ensued. Staff will discuss this matter with Attorney Tappendorf.

**Resolution No. 01-2014, a Resolution for Maintenance of Streets and Highways by the Village of Gilberts, County of Kane, Illinois, Under the Illinois Highway Code**

Finance Director Blocker reported that the Resolution is a routine annual Resolution appropriating the Motor Fuel Funds for the maintenance of streets and repayment of the interest or principal of the General Obligations Bonds that were issued for the 2011 Road Program. The Board Members had no comments or questions on Resolution No. 01-2014. This matter will be placed on the next consent agenda.

**Town Square Park Electrical Improvements-Bid Proposals**

Administrator Keller reported that staff had received three proposals for installing permanent power supply at Town Square Park to be available for future Community Days and other events. Chief Building Inspector Swedberg had reviewed the proposals and it appears O'Carroll and KII match the requested specifications. O'Carroll's proposed cost of \$48,525.00 was slightly lower than KII's proposal of \$48,800.00. Both vendors indicated that they could complete the work prior to this year's Community Days festival. He noted that the proposal allows for the phasing in of the power or the option to complete in full the permanent power improvement. If the Board was in favor of moving forward with the infrastructure improvement staff will draft a resolution waiving the bidding process and authorizing the execution of an agreement. This action would require a 2/3 affirmative vote.

President Zirk commented on the benefits of installing the full permanent power infrastructure. Trustee Farrell agreed. She noted that the proposal was quoted at this year's pricing and there would be an increase in cost if the contractor had to stage the site twice. The Board Members concurred to have all of the permanent power improvements completed this year.

The Board Members discussed using impact fees to fund the improvements. They noted that in the FY-2014 budget they had allocated \$50,000 for the installation of permanent power in Town Square Park. The Board Members agreed during the budget adjustment discussions they will direct staff to transfer the remaining amount due to complete all of the electrical park improvement work from the impact fee budget line item.

#### **Gilberts Town Center Park Concept Plan**

Administrator Keller discussed the proposed Gilberts Town Center Park build-out cost estimates and the various element options. Administrator Keller commented on the asphalt trail improvement option. He reported that Trustee Hacker had expressed a desire to include a walking trail. Trustee Hacker commented on his reasoning for requesting a cost estimate on a walking trail. He noted that the current concept plan provides amenities for the community's youth and young adult demographics. However, the plan does not offer any amenities for the senior or the physically challenged population. In his opinion the senior and physically challenged population would utilize a walking trail.

Trustee Mierisch asked if the drainage concern Mr. Kannigan discussed at the last meeting had been resolved. Administrator Keller responded that he will invite Mr. Kannigan, Mike May, and Engineer Blecke to the next professional staff meeting to discuss the drainage concerns.

Trustee Mierisch inquired if the foundation grading work cost depicted on the cost estimate worksheet represented the true cost. Administrator Keller replied that the cost associated with the various elements is an estimated cost. President Zirk noted as the construction process moves forward any work that goes over the cost estimate the Board Members would have the discretion to change out other park amenities.

Trustee Hacker inquired if staff intended on drafting a Request for Proposals for the playground equipment. Administrator Keller noted that there is a large quantity of playground equipment vendors to choose from. In addition, there are many types of playground equipment choices and various pricing options.

Administrator Keller discussed the project timeline. He reported construction and grading is scheduled to begin in June of this year. With the playground and splash pad scheduled to open in late August. The completion of the grading and reseeding is scheduled to be completed late September and the soccer and football fields open for use in the summer of 2015. The baseball field is scheduled to be opened for the fall 2015 season.

Trustee Mierisch inquired if staff had discussed the project timeline schedule with the athletic organizations that currently use the fields. Administrator Keller reported that he will inform the athletic organizations as soon as the Board adopts the appropriate agreements authorizing the project to move forward.

There was some discussion on if the proposed ball field would be large enough to support adult leagues. Trustee Corbett believed the proposed size of the ball field could support both youth and adult leagues.

Trustee Hacker expressed concern with respect to the fields being used by people and teams that are not Gilberts' residents. Trustee Farrell reported that the Village currently has a policy in place that required organized leagues to have a field use agreement with the Village. Trustee Hacker reported that Sleepy Hollow has signage prohibiting non-residents access to their fields. Trustee Hacker suggested implementing a policy which would require a percentage of the program participants reside in the village. There was some discussion on the enforcement mechanism to limit the use of the fields by non-residents.

Administrator Keller questioned if the Board Members were comfortable with continuing to work with Cemcon and Signature Design Group. Trustee Zambetti expressed some concerns with Cemcon's previous drainage work and the design of Gilberts Town Center pond. A lengthy discussion ensued with the pros and cons on retaining Cemcon. The Board Members concurred to retain Cemcon and the Design Group as long as Engineer Blecke and Drainage Consultant Kannigan reviewed the plans.

There was some discussion with respect to the Romtec recreational buildings. Administrator Keller reported that he will research other manufacture options.

Trustee Corbett inquired if the Village planned to relocate the football goal post. Administrator Keller replied yes. The Board Members discussed implementing an agreement for the use of the concession facility.

Trustee Hacker commented that he was not in favor of lighting the ball fields. In his opinion this would be problematic to the surrounding property owners. President Zirk noted that the installation of the lights is not included in phase 1 of the park improvements.

The Board Members discussed the possibility of informing the community on the upcoming park improvements. Administrator Keller stated that he would prefer to wait until they have solid numbers on the design cost.

The Board Members agreed that they were comfortable with the concept plan and the estimated cost associated with phase I. Administrator Keller will proceed to draft a service agreement.

#### **Staff Reports**

Administrator Keller reported that due to the harsh winter Public Works overtime cost will be over budget. In addition, the Village has reached its allotted threshold on salt. Chief Building Inspector Swedberg will be mixing sand in with the salt to ensure the remaining salt on-hand last, through the season. Administrator Keller reported after the winter season has ended Public Works will be cleaning the storm sewers. Trustee Corbett reported that roadways located in Timber Trails Subdivision have been left untreated. Administrator Keller will check with Chief Building Inspector Swedberg.

#### **Board of Trustees Reports**

Trustee Corbett inquired on the status of the ice skating rink. Trustee Farrell will check with Chief Building Inspector Swedberg on the status of the ice rink.

Trustee Hacker suggested Public Works consider knocking down the large pile of snow located at the entrance of Indian Trails. The snow pile obstructs the line of site when motorists are turning onto Tyrrell Road. Administrator Keller will discuss this matter with Chief Building Inspector Swedberg.

#### **President's Report**

President Zirk offered no additional reports.

#### **Adjournment**

There being no further public business to discuss, **a Motion was made by Trustee Zambetti and seconded by Trustee Farrell to adjourn from the public meeting at 8:21 p.m.** Roll call: Motion carried: 5-ayes by unanimous voice vote. 0-nays, 0-abstained. Motion carried.

Respectfully submitted,

Debra Meadows

