

**Village of Gilberts
87 Galligan Road
Gilberts, IL. 60136
Village Board
Meeting Minutes
January 21, 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, LeClercq, Zambetti, Farrell, Hacker and President Zirk. Others present: Administrator Keller, Assistant Administrator Beith, Chief of Police Williams, Finance Director Blocker and Village Clerk Meadows. For members of the audience please see the attached list.

Swearing in Ceremony

Chief Williams introduced the recently hired part-time Police Officer, Guy Sarkesian. Clerk Meadows proceeded to administer the Oath of Office. The Board Members congratulated and welcomed Officer Sarkesian.

Public Comment

President Zirk asked if anyone in the audience had any questions or comments for the Board Members. Joe Maskivish manager of the Gilberts Pirates U9 Travel Baseball Team addressed the Board. He reported that he has developed a travel baseball team that has been practicing at Memorial Park ball field for the past several years. The team would be honored to represent the Village and make Memorial Park their home field. If they were to hold their home games in Gilberts he anticipates the games would draw 50-100 out of town families in turn the families would patronize the local restaurants and businesses. However, in order for the home games to be held at Memorial Park the field would need to be improved. The current conditions are unsafe for the older more experienced players. Mr. Maskivish asked if the Board Members would consider allocating funds for infield improvements. Mr. Maskivish commented on the fact that he has the manpower to move the dirt and level the infield and base lines if the Village agreed to provide the materials and equipment. President Zirk inquired on the estimated cost of the materials. Mr. Maskivish reported that he had researched the cost of a dirt and clay mix and he estimates the cost to be \$45.00 per ton and he anticipate the reconstruction of the infield would require 60-70 tons.

President Zirk noted that the Board will begin their budget discussion in March. He suggested Mr. Maskivish discuss the scope of work with staff. Staff could then provide the Board Members with a cost estimate for the improvements and add the proposed park improvements to the special project list which will be reviewed during the budget discussions. The Board Members concurred with President Zirk's recommendation. Mr. Maskivish thanked the Board Members for their time and consideration of his proposal.

Consent Agenda

- A. A Motion to approve Minutes from the January 7, 2014, Village Board Meeting**
- B. A Motion to approve Minutes from the January 14, 2014, Committee of the Whole Meeting**
- C. A Motion to approve the December 2013 Treasurer's Report**
- D. A Motion to approve Bills and Salaries Dated January 21, 2014 as follows: General Fund \$72,222.58, Permit Pass Thrus \$180.00, Performance Bonds and Escrows \$11,509.14, Water Fund \$22,522.81, and Payroll \$79,232.55**
- E. A Motion to approve Resolution 01-2014, a Resolution for the Maintenance of streets and Highways by the Village of Gilberts, County of Kane, Illinois, Under the Illinois Highway Code**

President Zirk inquired if there were any items the Board Members would like removed from the consent agenda for separate consideration. There were no comments from the Board Members. **A motion was made by Trustee Zambetti and seconded by Trustee Farrell to approve the consent agenda items A-E as presented.** Roll call: Vote: 6-ayes: Trustees: Corbett, Mierisch, LeClercq, Zambetti, Farrell, and Hacker. 0-nays, 0-abstained. Motion carried.

Items for Approval

A Motion to approve Ordinance 02-2014, an Ordinance Abating Special Service Area Taxes for Village of Gilberts, Illinois, Special Service Area Number Nineteen and Directing the Village to levy, bill and collect such taxes

Administrator Keller reported that approval of Ordinance 02-2014 will abate taxes levied by Kane County against SSA No. 19 for 2013, payable in 2014. This abatement is being made at the request of the SSA No. 19 bondholders, who are working with the Village to reduce and restructure the bonds through the proposed SSA No. 24.

President Zirk inquired if Board Members had any questions on the Ordinance. There were no comments offered by the Board Members.

A Motion was made by Trustee Zambetti and seconded by Trustee Corbett to approve Ordinance 02-2014, an Ordinance Abating Special Service Area Taxes for Village of Gilberts, Illinois, Special Service Area Number Nineteen and Directing the Village to Levy, Bill and Collect Such Taxes. Roll call: Vote: 6-ayes: Trustees Mierisch, LeClercq, Zambetti, Farrell, Hacker and Corbett. 0-nays, 0-abstained. Motion carried.

A Motion to approve Resolution 02-2014, a Resolution waiving competitive bidding requirements and authorizing an agreement between the Village of Gilberts and O'Carroll Electrical Contracting, Inc. to install permanent power supply at Town Square Park

Administrator Keller reported that staff recommends approval of the resolution authorizing an agreement with O'Carroll Electrical to install permanent power improvements at Town Square Park. O'Carroll offered the lowest competitive proposal of \$68,275, which includes the "base proposal" and three additional power cabinets.

Administrator Keller proceeded to discuss the fact that the Village did not use a formal bidding process to solicit proposals for a "public works" project over \$20,000; the resolution includes a waiver of formal bidding requirements which will require a two-thirds affirmative vote.

President Zirk inquired if there were any questions on the motion. The Board Members offered no comments. **A Motion was made by Trustee Zambetti and seconded by Trustee Corbett to approve Resolution 02-2014, a Resolution waiving competitive bidding requirements and authorizing an agreement between the Village of Gilberts and O'Carroll Electrical Contracting, Inc. to install permanent power supply at Town Square Park as presented.** Roll call: Vote: 6-ayes: Trustees LeClercq, Zambetti, Farrell, Hacker, Corbett and Mierisch. 0-nays, 0-abstained. Motion carried.

A Motion to approve Resolution 03-2014, a Resolution authorizing an Intergovernmental Agreement between the Village of Gilberts, Kane County and Intra Soccer LLC

Administrator Keller commented on the agreement. He discussed the language contained in the agreement which provides a mechanism for reimbursing the Village's costs when responding to police calls generated by the soccer facility located at 37W950 Mason Road. Trustee Mierisch asked if the previous concerns expressed by Intra Soccer LLC had been resolved. Administrator Keller replied yes. He reported that Intra Soccer LLC's main purpose for petitioning Kane County is so they may be eligible to procure a liquor license.

Administrator Keller continued on to report that Kane County had rescheduled the public hearing on the PUD rezoning petition to February 4th at the same time as the Village Board is scheduled to meet. A copy of the proposed agreement, along with the Village's questions and concerns with respect to the proposed rezoning, will be sent to the County for inclusion in the hearings public record.

There being no further discussion on this matter, **a Motion was made by Trustee Zambetti and seconded by Trustee Farrell to approve Resolution 03-2014, a Resolution authorizing an Intergovernmental Agreement between the Village of Gilberts, Kane County and Intra Soccer LLC.** Roll call: Vote: 6-ayes: Trustees Zambetti, Farrell, Hacker, Corbett, Mierisch and LeClercq. 0-nays, 0-abstained. Motion carried.

A Motion to approve an engagement agreement with Smith Amundsen LLC for Administrative Hearing Officer Services

President Zirk noted that Trustee Mierisch had expressed a concern with the last sentence contained in the agreement under the title "Scope of Agreement". Administrator Keller responded that staff had discussed this concern with Smith Amundsen LLC's and Mr. Wong had agreed to amend the agreement accordingly.

Administrator Keller discussed the engagement agreement. The Village had established the roll of the Administrative Hearing Officer to hear appeals regarding the Village's DUI vehicle impoundment process. However, it was brought to staff's attention that there was a potential conflict of interest by solely relying on Early, Tousey, Regan & Wlodeck, the Village's prosecutors. Staff doesn't anticipate requiring Smith Amundsen services frequently. However, staff recommends approval of retaining Smith Amundsen in case a need arises.

There being no further discussion on this matter, **a Motion was made by Trustee Corbett and seconded by Trustee Farrell to approve an engagement agreement with Smith Amundsen LLC for Administrative Hearing Officers Services as amended.** Roll call: Vote: 6-ayes: Trustees Farrell, Hacker, Corbett, Mierisch, LeClercq and Zambetti. 0-nays, 0-abstained. Motion carried.

A Motion to approve an engagement agreement with Bernardi Securities to refund the Special Service Area Number Fifteen, Special Tax Bonds, Series 2005

Administrator Keller discussed a December presentation provided by Bernardi Securities representative Mr. Bob Vail.

At which time, Mr. Vail outlined the benefits of refunding SSA No. 15 due to the current low interest rates. Restructuring the SSA No. 15 bonds would result in lower tax payments for the Gilberts Town Center homeowners.

There being no further discussion on this matter, **a Motion was made by Trustee Farrell and seconded by Trustee Zambetti to approve an engagement agreement with Bernardi Securities to refund the Special Service Area Number Fifteen, Special Tax Bonds, Series 2005.** Roll call: Vote: 6-ayes: Trustees Hacker, Corbett, Mierisch, LeClercq, Zambetti and Farrell. 0-nays, 0-abstained. Motion carried.

Staff Reports

Administrator Keller reported that Cemcon Engineer Mike May, Engineer Blecke along with Village Consultant Kannigan recently met to discuss Town Center drainage concerns and the proposed Town Center Park Plan. Administrator Keller anticipates providing the Board Members with two scope of service agreements for the Town Center Park improvements from both Cemcon and Signature Design Group at the February 4th Board Meeting.

Administrator Keller reported that staff has begun the recruitment process for the Chief of Police position. Staff has already received a number of resumes. The sub-committee has begun reviewing the candidates' resumes.

Board of Trustee Reports

Trustee Corbett inquired on the status of the ice skating rink. He questioned if the ice skating rink was scheduled to be constructed during this winter season. Trustee Farrell recalled that the ice skating rink was scheduled to be constructed after the installation of the permanent power supply was installed in Town Square Park. However, the permanent power supply construction had been delayed due to the change in the request for proposals.

Trustee Mierisch questioned if Public Works would have time to allocate to the construction of the ice rink with the anticipated continuation of heavy snowfall throughout the remainder of the winter season.

President Zirk noted that constructing an ice rink is a fairly simple task and should not require a significant amount of staff time.

Administrator Keller apologized, he was unaware that it was the Board's expectation to have the ice rink constructed this year.

Trustee Zambetti commented on the importance of informing the residents of the newly constructed ice rink once construction had been completed.

Trustee Corbett understands if Public Works' workload is such they don't have time to construct the ice rink. Administrator Keller replied that if the Board directs staff to construct the ice rink this winter season overtime cost may be incurred. Administrator Keller reported that Chief Building Inspector Swedberg had been diligently working on holding down the cost of overtime by offering the employees flex hours.

There was some discussion on the condition of the Village's streets. Trustee LeClercq questioned if Public Works was using an adequate amount of salt. Administrator Keller reported that when temperatures dip below 20 degrees salt has a negligible impact on snow and ice. Trustee Zambetti noted that the village streets are in the same condition as other surrounding communities. Trustee Hacker inquired if Public Works could relocate the snow pile located at the Indian Trail Subdivision entrance off of Tyrrell Road. Administrator Keller reported that the county was the controlling jurisdiction of that portion of the roadway. However, he would discuss this matter with Chief Building Inspector Swedberg.

President's Report

President Zirk reported on a ComEd grant that is available to churches. ComEd is offering the grant to assist churches with ADA improvements up to \$10,000.00.

President Zirk commented on a recent survey of the surrounding municipalities that reports a 28% budget increase with snow removal over the previous year.

President Zirk suggested during these extreme weather conditions Public Works may want to consider indoor tasks such as painting the basketball backboard and other similar task.

Adjournment

There being no further business to discuss, **a Motion was made by Trustee Zambetti and seconded by Trustee LeClercq to adjourn from the public meeting at 7:42 p.m.** Roll call: Vote: 6-ayes by unanimous voice vote. 0-nays, 0-abstained. Motion carried.

Respectfully submitted,

Debra Meadows

