

**Village of Gilberts  
87 Galligan Road  
Gilberts, IL 60136  
Village Board  
Meeting Minutes  
April 1, 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, Finance Director Blocker, Chief Building Inspector Swedberg, Assistant Administrator Beith and Chief of Police Rossi. For members of the audience please see the attached list. President Zirk stated that there were enough members present to establish a quorum.

**Public Comment**

President Zirk asked if anyone in attendance had any questions or comments to share with the Board Members. Chad Koppie a longtime village resident addressed the Board. Mr. Koppie reported that he is interested in opening a restaurant in his home. He will begin working with staff on the rezoning process. Administrator Keller reported that he is scheduled to meet with Mr. Koppie's representative tomorrow to discuss the existing recapture agreement and the properties' current zoning. Mr. Koppie thanked the Board Members for their time.

Resident Rich Butts addressed the Board Members. He provided the Board Members with a brief overview of the restructuring of the CERT organization. Mr. Butts reported that the CERT's organizational goals are focused on supplementing Police Services in emergency situations and volunteering at community events. He believes the CERT Team will be an asset to the community.

President Zirk commented on the Village's past experience with the CERT organization. He recalled a major snow event in which Kane County had requested the Village open a warming center due to the fact that Route 72 was impassible. Only one CERT member was available to open and man the warming center and that CERT Member was Trustee Mierisch. Trustee Zambetti who was not a CERT member assisted Trustee Mierisch in opening and manning the warming center. Trustee Mierisch commented on her past experience with the CERT organization.

A lengthy discussion ensued with respect to the roles of the CERT's organization and the Citizen Corp Council.

Mr. Butts reported that the CERT members will be undergoing traffic control training with the Police Department. The training will be valuable when the CERT members are volunteering at the community events. The Board Members along with Mr. Butts and Chief Rossi discussed liability exposures. Chief Rossi reported the he personally has to request CERT services in order for their members to be covered under the Village insurance.

President Zirk questioned if the CERT's team would be better served by partnering with the Fire Department. Mr. Butts replied no due to the fact that the Fire Department is part of a Fire District which serves several of the surrounding communities. The Police Department serves only Gilberts as does the CERT's organization.

Mr. Butts concluded his overview discussion by noting the CERT's team mission is to be accountable and provide support services as needed. He thanked the Board Members for their time.

Residents Mary Kay Giacalone, Joe Giacalone and Katy Feddema addressed the Board. They reported their property is adjacent to Gilberts Town Center Park. They recently were informed on the scheduled improvements to the park and wanted those involved with the construction of the improvements to be aware of the wildlife habitat. They have two Sandhill Cranes that migrate every year to their properties. They arrive in March and stay until December. President Zirk reported that about two years ago the Sandhill Cranes were removed from the endangered species list. Administrator Keller reported that he will inform the engineering and construction staff of the existence of the Sandhill Cranes. The residents suggest maybe the Village would want to place signage acknowledging the area in which the Sandhill Cranes nest. President Zirk commented that his past experience with placing signage recognizing the existence of wildlife habitats can have an adverse effect on the wildlife inhabitants. The residents agreed with President Zirk's recommendation to not draw attention to the existence of the Sandhill Cranes and thanked the Board Members for their time.

Ian Perez owner of the Hacienda de los Perez Mexican Grill addressed the Board. He respectively requested the Board Members consider amending the Village Code to allow for an additional liquor license. He would like to procure a liquor license to allow for the sale of alcoholic beverages on his premises. Trustee Mierisch inquired if Mr. Perez would be installing video gaming machines. Administrator Keller reported that he believes the state has some restrictions with respect to the allowance of video gaming machines.

However, he would have to check the State Statutes and report back on this matter. The Board Members recommended Mr. Perez contact Administrator Keller and Clerk Meadows to begin the process of acquiring a liquor license.

Mr. Pace who resides at 721 Kerry Court addressed the Board. He inquired on the proposed rezoning of a property located at 2601 Mason Road. Administrator Keller had spoken with the City of Elgin's Community Development Department. They had informed him at this time the applicant is only requesting annexation of the property and designation of a zoning classification to be able to begin improvements to Mason Road to the extent of the development. The Public Hearing is scheduled for April 7<sup>th</sup>. Administrator Keller noted the rezoning classification is consistent with the City of Elgin's boundary agreement, comprehensive plan and with the future planning area.

Administrator Keller went on to report the City of Elgin is aware that the area farther west across Tyrell Road is within the Village of Gilberts and developed within a residential subdivision. President Zirk hopes the City of Elgin will be mindful of transitioning from an Industrial District to a residential district. There was some discussion on preferred locations of loading docks, lighting requirements and setbacks. Administrator Keller noted that ultimately The City of Elgin is the jurisdiction with the authority to approve the annexation and rezoning of said property and can issue building permits without any further notice to the Village. Trustee Mierisch recommended staff continue to monitor the progress of the development to ensure that a recent situation which happened with West Dundee in which a large industrial building suddenly appeared in the backyards of some residential properties located in Gilberts Town Center does not happen again without the residents being duly noticed. Administrator Keller reported that staff will monitor the development's progress to the best of their ability. Trustee Hacker inquired if property owners have the right to file personal law suit if the development posed a negative impact to the property. Administrator Keller replied he believed personal property owners do have the right to file suit. Administrator Keller noted that he anticipates Elgin will work as a good neighbor and value the Village's input with respect to the development.

Mr. Pace asked President Zirk if he had spoken with Mr. Scholnik or his attorney regarding the reimbursement agreement. President Zirk replied yes, he had informed his attorney that the Board took no action on the agreement. Mr. Pace thanked the Board Members for their time.

#### **Consent Agenda**

- A. A Motion to approve Minutes from the March 18, 2014, Village Board Meeting**
- B. A Motion to approve Bills and Salaries Dated April 1, 2014 as follows: General Fund \$57,049.19, Performance Bonds and Escrows \$2,431.94, Water Fund \$18,859.78 and Payroll \$66,586.64**

President Zirk inquired if any Board Member wished to remove any item from the consent agenda. 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 and B as presented.** Roll call: Vote: 5-ayes: Trustees Corbett, Mierisch, Zambetti, Farrell and Hacker. 0-nays, 0-abstained. Motion carried.

#### **Items for Approval**

##### **A Motion to approve Resolution 11-2014, a Resolution authorizing an application for Kane County Riverboat Funds and execution of all necessary documents**

Administrator Keller reported approval of this resolution authorizes staff to submit a Kane County Riverboat grant application requesting \$100,000 for Town Park improvements. Administrator Keller noted Intern Wright did an excellent job drafting the grant application.

President Zirk asked if there were any questions on the motion. There were no comments from the Board Members. **A Motion was made by Trustee Zambetti and seconded by Trustee Farrell to approve Resolution 11-2014, a Resolution authorizing an application for Kane County Riverboat Funds and execution of all necessary documents.** Roll call: Vote: 5-ayes: Trustee Mierisch, Zambetti, Farrell, Hacker, and Corbett. 0-nays, 0-abstained. Motion carried.

##### **A Motion to approve Resolution 12-2014, a Resolution for maintenance of Streets and Highways by the Village of Gilberts, County of Kane, Illinois under the Illinois Highway Code**

Administrator Keller reported as discussed at the last meeting approval of Resolution 12-2014 is for a request to supplement allocation of the Village's Motor Fuel Tax (MFT) funds to cover the higher-than-anticipated snow and ice removal cost. The supplemental request for reimbursement of up to \$31,061.86 in addition to the original MFT fund request is to cover the purchase of the additional salt, sand and overtime cost that were incurred over the winter months.

#### **Items for Discussion**

Finance Director Blocker provided the Board Members with an overview of the FY-2014 budget adjustments. She reported that revenues have been steady as previously projected. Finance Director Blocker reported that the telecommunication tax revenue has fallen. She believes this is due to the fact that many consumers have replaced their landlines with cell phones.

Administrator Keller provided the Board Members with memo answering questions he had received via email with respect to the FY-2015 proposed budget. Administrator Keller along with the Board Members reviewed several of the proposed FY-2015 budget line items.

Trustee Hacker questioned the increase in the FY-2015 General Fund over the previous year. Administrator Keller reported that the increase represents the transfer of \$905,120.00 to the General Fund for the Town Center Park improvements.

There was some discussion on the additional hours for Police Department personnel. The Board Members went on to discuss the proposed Public Works and Administration budgets.

Administrator Keller reported that the FY-2015 budget includes a 3.0% raises for non-union employees, matching the 3.0% MAP contract. Trustee Hacker supported the raises for the non-union employees. He noted that in his opinion it is only fair to treat each department the same.

Trustee Mierisch questioned if the raises take into consideration any type of employee evaluation process. Administrator Keller noted that current staff is all doing a wonderful job working as a team. However, if an employee demonstrated an exceptional or inferior quality of work he would adjust their compensation accordingly. Trustee Zambetti also agreed with the pay increases for all employees. He noted that for many years the Village did not offer comparable wages for municipality employees.

Trustee Hacker inquired on the increase in printing cost. Administrator Keller responded by stating the increase in printing cost was due to the calendar project. Administrator Keller noted that staff is looking for direction on if the Board Members wanted to continue with the yearly calendar project. Trustee Farrell reported that she has only received positive comments on the yearly calendar.

The Board Members continued to discuss various FY-2015 budget line items which included the proposed reconstruction of Mason Road and repairs to the streets in Old Town. President Zirk proudly reported that the Village has finally received the \$350,000.00 from the Department of Commerce and Economic Opportunity that was promised back in 2009 to fund the Hennessey Bridge repair. President Zirk reported that he had worked closely with then Senator Chris Lauzen and State Representative Schmitz to solicit funding for the Hennessey Bridge repairs. Many years later the Village has finally received the funds promises. He reported that the \$350,000.00 will be transferred to the Road and Bridge fund. The Board Members have several options on how to allocate the funds. They may choose to take all the funds and transfer them to the reserve account or use the money to fund the Old Town road reconstruction project. This matter will be discussed in length at an upcoming meeting.

President Zirk directed staff during next year's budget discussion to provide the Board Members with budget menu items. Administrator Keller thanked the Board Members for their patience in walking through the draft budget.

### **Staff Reports**

Administrator Keller reported that staff had contacted Kane County to inquire on the status of the Village of Gilberts, Gilberts LLC and Kane County Settlement agreement. The County reported that the agreement is scheduled to be placed on the Kane County Board April 7<sup>th</sup> agenda. Village Clerk Meadows reported the Kane County State Attorney's office stated that they have not received any negative comments on the agreement.

Assistant Administrator Beith reported that the Community Days Committee is working with a vendor to incorporate a car show into the schedule of events.

Chief Building Inspector Swedberg provided an update on the future public works tasks.

Village Clerk Meadows reported that the Easter Egg Hunt is scheduled for Saturday, April 12<sup>th</sup>.

### **Board of Trustees Reports**

There was some discussion on a recent report on the 50 safest cities in Illinois in which the Village was named sixth. The Board expressed speculation with the integrity of the report.

Trustee Mierisch questioned if the Village had the authority to implement an over the road weight limit on Mason Road. Administrator Keller replied no, the Village does not have the authority to restrict traffic.

### **President's Report**

President Zirk reported on recent concerns with construction traffic in the Windmill Meadows subdivision. He noted the matter had been resolved by placing barrier walls to restrict the access to the Tollway through the subdivision.

### **Adjournment**

There being no further public business to discuss, **a Motion was made by Trustee Zambetti and seconded by Trustee Corbett to adjourn from the public meeting at 9:34 p.m.** Roll call: Vote: 5 ayes by unanimous voice vote. 0-nays, 0-abstained. Motion carried.

Respectfully submitted,

Debra Meadows

