

**Village of Gilberts  
87 Galligan Road  
Gilberts, IL 60136  
Committee of the Whole  
Meeting Minutes  
July 8, 2014**

**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, Farrell, Hacker and President Zirk. Absent: Trustees LeClercq and Zambetti. 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 from the July 1, 2014 Village Board Meeting**

President Zirk inquired if the Board Members had any questions or comments on the July 1, 2014 Village Board Meeting Minutes. The Board Members raised no questions or comments on the meeting minutes. President Zirk directed staff to place the meeting minutes on the next consent agenda.

**June 2014 Treasurer's Report**

President Zirk inquired if the Board Members had any questions or comments on the June 2014 Treasurer's Report. The Board Members raised no questions or comments with respect to the June 2014 Treasurer's Report. President Zirk directed staff to place the June 2014 Treasurer's Report on the next consent agenda.

**Capital Improvement Program Updates**

Administrator Keller provided the Board Members with a spreadsheet depicting the project cost associated with various capital improvement programs and the funding sources. He commented briefly on each of the projects and the funding sources noted on the worksheet. In addition, Administrator Keller briefly discussed the Recovery Zone Bond and 2011 Road Program debt repayment schedules.

Administrator Keller reported that in the past the Board Members had identified Old Town drainage and resurfacing projects along with drainage improvements to the Windmill Meadows Subdivision as a priority.

Administrator Keller discussed the cost associated with the IEPA mandated Barium removal system which is funded by an IEPA low interest loan at cost of \$710,657.00.

Trustee Zambetti arrived at 7:06 p.m.

Administrator Keller asked the Board Members to turn their attention to the Fund Summary worksheet that he had provided prior to the start of the meeting. He noted that he had highlighted several of the committed and restrictive fund balances. Administrator Keller reported that there is a sufficient amount of reserves on hand to pay off the current debt service if the Board Members were so inclined. President Zirk stated that in his opinion the interest rate on the debt service is so low it would be in the best interest of the Village not to drain the reserves in case an emergency were to arise.

Administrator Keller noted that the fund summary worksheet depicts the New Development Fees with a balance of \$969,369.40. However, that is prior to the projected park improvement transfer. Once the Town Center Park improvement funds have been transferred the estimated New Development Fund balance is estimated at \$54,649.00.

Administrator Keller directed the Board Members attention back to the Capital Improvements Program worksheet. At which time he continued to discuss various capital improvement programs, estimated cost and various funding sources. He reported that the water and wastewater treatment plant expansion cost estimates were provided by Engineer Fisher and could be phased in over time.

Administrator Keller commented on the cost estimate which would allow for the construction of a new police station facility. The proposed new police station was a product of a recent space needs study and the projected population growth.

Administrator Keller turned his attention back to the portion of the worksheet depicting the debt schedules and the projected revenues. He reported that his calculations for both the debt schedules and projected revenues remain flat through the year 2022. Currently the MFT, Non-Home Rule Sales Tax (1%) and the garbage revenue covers the cost of the debt service. However, the FY-22 Road Program estimated cost is 6 ½ Million Dollars and if the projected revenue streams remain flat there will be no resources on hand to pay for the debt service accrued with the FY-22 Road Program.

Trustee Hacker inquired on the scope of work with respect to the Old Town drainage and resurfacing programs. Administrator Keller deferred the question to Stormwater Consultant Hutson.

Stormwater Consultant Hutson reported that the scope of work had been drafted by Phoenix and Associates and Baxter & Woodman several years ago. The scope of work included critical stormwater improvements and road resurfacing. However, both Baxter & Woodman and Phoenix and Associates are in the opinion that the Old Town infrastructure improvements should coincide with the proposed Windmill Meadows ancillary piping improvements.

Trustee Hacker inquired if Stormwater Consultant Hutson would provide him with the cost breakdown of the Old Town resurfacing and stormwater infrastructure improvement work. Stormwater Consultant Hutson estimated the cost of the stormwater infrastructure improvement work at \$230,000.00 and the resurfacing work at \$60,000.00.

A lengthy discussion ensued with respect to the recent flooding events in the Windmill Subdivision. Stormwater Consultant Hutson reported that Phoenix and Associates had investigated the matter and had identified that the recent construction of the Tollway's noise wall had interfered with the conveyance of the stormwater. Phoenix and Associates had since temporarily alleviated the flooding concerns. They are in the process of working with the Tollway Authorities to repair the stormwater infrastructure adjacent to the noise wall.

Administrator Keller suggested the Board Members may want to consider allocating the \$350,000 Hennessey Bridge grant reimbursement to complete the improvements to Old Town and Windmill Meadows Subdivisions.

A lengthy discussion ensued with respect to the condition of the Village's portion of Mason Road. Trustee Hacker commented on the fact that the majority of the motorists accessing Mason Road are not residents. Administrator Keller agreed. He personally has received comments via the Village website questioning when the Village plans on repairing their section of Mason Road and the commuters were from other towns. Administrator Keller noted that his response is to provide them with alternative routes.

The Board Members discussed in length the possibility of placing a weight limit on Mason Road to deter truck traffic. Trustee Zambetti was strongly opposed to placing a weight limit on Mason Road. In his opinion this action would just place additional traffic on other feeder routes and in surrounding residential areas.

There was some discussion on if Kane County would permit an additional access point off of Tyrrell Road in the close proximity to the entrance of Woodland Meadows.

Administrator Keller reported that he had spoken with the County, and they informed him that an additional access point off of Tyrrell Road is highly improbable. The Board Members directed staff to obtain the information on the way in which they could restrict the weight limit on Mason Road just in case a scenario arose and the Board Members were left with no other alternatives to protect the integrity of the road.

Trustee Corbett questioned the cost associated with the Old Town drainage and resurfacing work. Stormwater Consultant Hutson noted that the resurfacing work cost estimate was calculated at \$4.00 per square foot. However, the stormwater infrastructure work is labor extensive. He noted that the original scope of work only included the stormwater infrastructure improvements.

Trustee Farrell was in favor of moving forward with the Old Town and Windmill Meadows Subdivision improvements. Trustee Mierisch commented on the fact that she has been an advocate for the Village to complete the road and stormwater drainage improvements for several years. The Board Members concurred with Trustee Farrell and Trustee Mierisch's position of moving forward with the resurfacing and stormwater drainage improvements in both Old Town and Windmill Meadows. Staff will move forward drafting the scope of work and the construction timeline. President Zirk questioned if the Village Engineers would be drafting the scope of work and providing the Board with the probable cost. Administrator Keller replied yes, Baxter & Woodman would be the consultants designing, engineering, and inspecting all of the Old Town and Windmill Meadows infrastructure improvements.

#### **Gilberts Town Center Park Updates**

Stormwater Consultant Hutson provided the Board Members with an update on the status of the Gilberts Town Center Regional Park improvements. He reported that he was confident that the first phase of the park improvements would be completed September 1, 2014.

Stormwater Consultant Hutson provided the Board Members with an update on the drainage improvements in Town Center. He noted that the water table had been lowered by 3' and the islands can be seen by the naked eye as originally designed.

Stormwater Consultant Hutson reported that the Town Center Regional Park's heavy earthwork is scheduled to begin in late July or early August. The soccer and ball fields should be ready for play in spring 2015. He noted that they will be using the newly excavated parking lot as the staging area. Trustee Corbett inquired if the newly constructed parking lot will be paved. Administrator Keller replied yes, originally the overflow parking lot was scheduled to be larger and made of crushed stone. However, the size has been slightly reduced and will be paved.

Administrator Keller commented on the recent community outreach meeting. He reported that there were nine families that participated in the informal community outreach meeting including staff members Karen Danca and Claudine Russell. All participants provided positive input. Administrator Keller noted that the members of the outreach group understood there were budget constraints and concessions needed to be made with respect to various features and fencing options. The members unanimously agreed they would prefer park features over fencing various park areas.

Trustee Mierisch inquired if there would be additional patrolling of the park by the Police Department. Administrator Keller replied staff had not as of yet drafted policies regulating the park procedures.

President Zirk recommended the outside of the concession building have electrical outlets available to allow for outdoor vending machines. Administrator Keller will check with Chief Building Inspector Swedberg to ensure there are adequate outlets on the exterior walls of the concession building. Staff will continue to provide status updates as the park improvements progress.

#### **Staff Reports**

Administrator Keller reported that the upcoming City of Elgin's Council Meeting Consent Agenda contains the annexation agreement and all of the entitlements for the Industrial facility adjacent to Mason Road. He noted that the restriction requested by the Village has been added to the annexation agreement as special uses. The request for a special use permit by any petitioner would require a public hearing.

Administrator Keller reported that he along with Fire Chief Thomas met with Illinois Tollway Authorities to discuss alternative emergency access routes during the Tyrrell Bridge replacement project. The Illinois Tollway Authorities informed Fire Chief Thomas that his proposed emergency access route had been rejected by Union Pacific Railroad.

Administrator Keller reported that the project is scheduled to be completed in two stages. The first stage is scheduled to begin in August and continue until December. At this time the bridge will be reduced to one lane. The second phase of the bridge replacement program will resume April 2015 and also reduce the traffic lanes to one.

Administrator Keller reported that moving forward the Illinois Tollway Authorities will include the Village of Gilberts in their correspondence and progress reports.

Administrator Keller reported four soil boring tests were recently conducted by a qualified firm on the Copenhaver property. The Village is waiting on the return of the soil test result.

Administrator Keller informed the Board Members that the IEPA recently imposed a new mandate requiring all MS4 permit holders to conduct quarterly outflow samplings.

Village Clerk Meadows reported that she had administered the Oath of Office to a new part-time police officer. The new part-time officer will be introduced to the Board Members in the very near future.

### **Board of Trustee Reports**

Trustee Hacker expressed his concerns with the newly constructed berm at Memorial Park. He commented on the fact that the berm poses a hazard to children if they were to use the berm for sledding or any other activities they would accidentally slide directly into I-90 traffic. Staff will look in to this matter.

### **President's Report**

President Zirk commented on the Tree Replacement Program. He noted that the intent of the program is to assist individual residents. If there are any funds remaining the dollars would be used to assist the HOAs.

President Zirk briefly discussed one homeowner's concern with the reseeding of his grass after the completion of the Road Program. He noted that all of the other surrounding properties' grass had been reestablished. President Zirk questioned if the lack of the grass reestablishing was due to a maintenance issue. Trustee Hacker suggested maybe the Village provide the homeowner with additional grass seed.

Administrator Keller provided the Board Members with a final update. He reported that there have been no issues since the Police Department spoke with the home occupation owner who operates a limousine service out of his home.

### **Adjournment**

There being no further public business to discuss, a **Motion was made by Trustee Zambetti and seconded by Trustee Hacker to adjourn from the public meeting at 9:06 p.m.** Roll call: Vote: 5-ayes by unanimous voice vote. 0-nays, 0-abstained. Motion carried.

Respectfully submitted,

Debra Meadows

