

**Village of Gilberts  
87 Galligan Road  
Gilberts, IL 60136  
Committee of the Whole  
Meeting Minutes  
September 9, 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, Zambetti, Farrell, Hacker and President Zirk. Others present: Administrator Keller, Finance Director Blocker, Engineer Dachsteiner, Stormwater Consultant Kannigan. For members of the audience please see the attached sign-sheet.

**Items for Discussion**

**Minutes from the September 2, 2014 Village Board Meeting**

President Zirk inquired if any of the Board Members had any questions or comments on the September 2, 2014 minutes. There were no comments offered by the Board Members. President Zirk directed Staff to place the minutes on the next consent agenda.

**August 2014 Treasurer's Report**

President Zirk inquired if any of the Board Members had any questions or comments on the August 2014 Treasurer's Report. There were no comments offered by the Board Members. President Zirk directed Staff to place the August 2014 Treasurer's Report on the next consent agenda.

**Resolution 39-2014, a Resolution authorizing a Work Order with Baxter & Woodman for professional services for the repair and resurfacing of Mason Road.**

Administrator Keller reported previously the Board Members had identified repairing Mason Road as a priority. Engineer Dachsteiner along with input from Consultant Kannigan had prepared a scope of work to repair and resurface Mason Road which included ancillary drainage improvements. Administrator Keller reported that the scope of work included the construction cost and he had also indentified the funding source options in his overview memo.

Engineer Dachsteiner commented on the current condition of the Village's portion of Mason Road. He reported that they had not yet taken any pavement core samples. However, one can determine the extent of the deterioration by physically examining the crumbling road surface. Consultant Kannigan commented on the effects that the standing brown water has had on the road surface.

Consultant Kannigan discussed the proposed drainage improvements. He reported that he has acquired on behalf of the Village an easement from Mr. Salerno (owner of Better Shots) and Mr. Salerno had agreed to allow the Village to tie into his sub-surface pipe. The agreement with Mr. Salerno alleviates the need for the Village to approach Kane County and accelerates the progression of the proposed road and drainage improvements.

Engineer Dachsteiner and Consultant Kannigan provided the Board Members with an overview of the proposed Mason Road roadway and drainage improvements. Phoenix and Associates would complete base repairs and related drainage work. The project would also include a refreshed one-foot gravel shoulder to stabilize the pavement edges. Consultant Kannigan reported that he was able to procure 80 loads of aggregate product through in-kind services from Plote reducing the cost of the project by \$25,000-\$30,000. Engineer Dachsteiner commented on the resurfacing scope of the project. He reported that the proposed project would include removal and replacement of existing pavement, sub-grade material, aggregate base course, and HMA base patching.

President Zirk questioned if the proposed roadway improvements would have structural value. Engineer Dachsteiner replied yes, the life expectancy of the reconstructed roadway is 10-12 years. Trustee Mierisch inquired if the structural integrity of the road would be able to support the future semi-truck traffic generated from the proposed Elgin Industrial Park. Engineer Dachsteiner replied yes, Mason Road will be reconstructed at Industrial Standards.

There was some discussion with respect to the possible future widening of the Elgin's portion of Mason Road. Administrator Keller noted that the Village would not be required to conform to Elgin's roadway design specifications.

There was some discussion with the use of Federal Aid Urban routes (FAU) funding. Administrator Keller commented on that fact in order to qualify for this type of funding the roadways have to meet certain design criteria which at this time is cost prohibited. President Zirk noted he had spoken with Deputy Director of Transportation, Tom Rickert and it was his opinion the Mason Road reconstruction project would be on the bottom of the FAU funding project list.

Trustee Hacker commented on the use of weight limits on Mason Road. Administrator Keller noted that weight limits on Mason Road would generate enforcement issues. In addition, State Statutes prohibits jurisdictional authorities to deny property owners access to their properties. If the Village was to impose a weight limit on Mason Road the Village would be denying Plote's access to their property since their business operation requires the use of semitrailers.

There was some additional discussion on imposing weight limits. Trustee Zambetti was not in favor of imposing weight limits. In his opinion if a weight limit was imposed that would force Kane County to consider an additional access point off of Tyrrell Road. This action would have an impact on the adjacent residential neighborhoods. Administrator Keller reported that since the Village had expressed concerns with the proposed Industrial Park increasing traffic on Mason Road the City of Elgin is conducting a traffic study. Trustee Hacker asked if anyone knew what the average weight of a semi-trailer was. Engineer Dachsteiner reported that semi-trailers estimated weight is 80,000 pounds and equals trip traffic generated by 80 cars. Engineer Dachsteiner reiterated the fact Mason Road will be constructed to Industrial Standards and conducive to withstanding truck traffic. A lengthy discussion continued with respect to truck traffic and the integrity of the reconstructed Mason Road. Trustee Hacker noted that he would be more comfortable if he had confirmation from the Village Attorney or a roadway authority that the Village is prohibited from imposing a weight limit on Mason Road.

Trustee Mierisch recalled a discussion in which the reconstruction of Mason Road would be funded by FAU dollars. President Zirk commented on the fact that Mason Road would need to be designated as an FAU route and at this time the road does not meet the criteria of an FAU route.

Trustee Zambetti recommends that staff's cost estimate of Mason Road be as accurate as possible. He would prefer not to have a cost overrun of more than 10%. The Board Members concurred with Trustee Zambetti's recommendation.

Trustee Mierisch inquired if \$1,500 dollars for the pavement cores noted on Baxter & Woodman's work order was included in the total design cost. Engineer Dachsteiner replied yes. Trustee Mierisch questioned if the cost of \$1,500 depicted on page 2 for the materials testing sub-consultant was also included in the total not to exceed amount of \$ 27,500.00. Engineer Dachsteiner replied yes. Trustee Mierisch inquired on the reimbursement for travel cost noted on page 3 of the work order. Engineer Dachsteiner replied that travel reimbursement is a standard charge of .56 per mile. However, the majority of the time a Baxter & Woodman engineer would be traveling from the Crystal Lake office and on average the round trip cost would be \$8.00.

Trustee Corbett inquired on the scheduled project timeline. Administrator Keller reported that if approved they would begin the work this fall and complete the paving in 2015 along with the Old Town road construction. By completing both the Mason Road and Old Town resurfacing at the same time will reduce the cost of both projects.

Administrator Keller asked if the Board Members were in favor of moving forward. If so, Engineer Dachsteiner will refine the cost estimate and the scope of work. The Board Member concurred that they were in favor of moving forward. Resolution 39-2014 will be placed on the next consent agenda.

**Resolution 40-2014, a Resolution authorizing a Work Order with Baxter & Woodman for professional service for the repair and resurfacing of Old Town Streets.**

Administrator Keller reported that this project was also referenced in the capital improvement program, but it was not included in the FY 2015 general fund budget. He noted that Consultant Kannigan had applied for a grant to assist in funding this project. However, he was unsuccessful in obtaining the grant funding.

Administrator Keller provided the Board Members with an overview of the proposed scope of work. Baxter & Woodman had prepared a work order for design and oversight of the repair and resurfacing of Old Town Streets. The project would result in the resurfacing of 1,780 lineal feet of streets. In addition to the resurfacing Phoenix & Associates recommends completing two storm water projects to ensure that resurface roads drain properly.

Consultant Kannigan reported that in order for the streets in Old Town to drain properly they need to complete the Windmill Meadows piping project which would accept and relieve the storm water run-off from Old Town and repair the storm sewers and ditches in Old Town. He noted that Phoenix had already addressed several drainage issues in Windmill Meadows and elevated a majority of the flooding issues.

Engineer Dachsteiner provided the Board Members with an overview of the proposed resurfacing project. He noted that the scope of work included hot-mix asphalt resurfacing, isolate sidewalks and driveway repairs.

President Zirk asked if the scope of work included curb and gutters. Engineer Dachsteiner replied no, adding curb and gutter was cost prohibited. In addition, the roads are narrow in Old Town adding curb and gutters would limit parking on the streets. President Zirk directed staff to inform the residents that the resurfacing project does not include curb and gutters. He believes that the residents in Old Town expected that the project would include curb and gutters. Staff will inform the residents.

President Zirk questioned why Engineer Dachsteiner is recommending milling the road surface instead of using the pulverizing method similar to the method used with the Indian Trails resurfacing project. Engineer Dachsteiner reported that the Old Town streets are shorter making the pulverizing method difficult.

Trustee Mierisch commented on the fact that in 2012 the Village participated in the Kane County Recovery Zone Bond Program. She questioned why this project was not utilizing the Recovery Zone Bonds. Administrator Keller reported that the Village in the past has used the Recovery Zone Bond Program funds to complete the Binnie Road and Dunhill improvements. However, the Recovery Zone Bonds have 3% interest rate.

Trustee Mierisch inquired if the \$3,500 dollars for the materials testing company is included in the total cost of the work order. Engineer Dachsteiner replied yes.

The Board Members offered no additional questions or comments on Resolution 40-2014. The Resolution will be placed on the next consent agenda.

#### **Capital Improvement Program (CIP) Update**

Administrator Keller provided the Board Members with an overview of the Capital Improvement Program. Trustee Corbett inquired if the \$851,489.25 dollars in the Road Improvement fund included the reimbursement of \$350,000 dollars for the Hennessy Bridge repairs. Administrator Keller replied yes.

Administrator Keller continued to discuss the Capital Improvement Program. He noted the current balance in the Infrastructure Fund was \$365,494.15. The Road Bond Repayment Fund carries a balance of \$247,224.26 which is allocated to pay the bond that was used to finance the 2011 Road Program. In addition, there was \$576,350.01 in MFT Funds. However, MFT Funds are restrictive funds and expenditures must be approved by IDOT. Administrator Keller noted that the Capital Improvement Fund which is allocated to finance the purchase of equipment and vehicle replacement has a balance of \$174,852.74 and the New Development Fees Fund allocated to be used for park improvements has a balance of \$684,515.97.

Trustee Mierisch inquired if the Village had received the \$10,000 promised by Plote for the toll way berm construction. Consultant Kannigan replied that the Village had been repaid by in-kind materials. The materials were grindings which have been used to expand the Town Center Park's parking lot.

Administrator Keller inquired if the Capital Improvement Program's allocation of funds still meets the Board's expectations for funding the projects on the priority list. The Board Members concurred with Staff's recommendation of the allocations of the CIP funds

### **Staff Reports**

Staff had nothing to report at this time.

### **Board of Trustee Reports**

Trustee Zambetti introduced two School District 300 representatives that were present in the audience CEO, Paul Heid and School Board Member, Ms. Kathleen Burley. Ms. Burley informed the Board Members that CEO Heid and the School Board's door is always open and they welcome the Village's input. The Board Members thanked the District 300 representatives for extending the offer of their partnership with the Village.

### **President's Report**

President Zirk expressed concerns with two recent incidents which involved a moving truck semitrailer that had been dropped from the cab and left overnight on a residential street. He noted that the Village Code prohibits semitrailers from parking overnight on any residential street. Administrator Keller apologized for one of those occurrences. He reported that a resident called and asked permission to leave the moving semitrailer on the street. The new resident was moving in to the house and the driver along with the cab had to leave and he had not finished unloading the semitrailer. President Zirk wanted to ensure the Village Code had language which authorizes the Village to remove any vehicle parked in violation of the code. He noted that semitrailers dropped from cabs damages Village streets. Staff will review the code.

President Zirk reported that there is still a vacancy on the Police Pension Board. He commented on the fact that this appointed position is hard to fill due to the training requirements. In addition, the Village is prohibited from offering Errors and Omission Insurance. The Pension Board Members have to acquire their own coverage. He asked if any of the Trustees were aware of a resident that may be interested in filling the vacancy. There was no response from any of the Board Members.

### **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 8:38 p.m.** Roll call: Vote: 5-ayes by unanimous voice vote. 0-nays, 0-abstained. Motion carried.

Respectfully submitted,

Debra Meadows

