

Village of Gilberts  
87 Galligan Road  
Gilberts, IL 60136  
Committee of the Whole  
Meeting Minutes  
October 13, 2015

APPROVED MINUTES

**Call to Order/Pledge of Allegiance**

President Zirk called the meeting to order at 7:01 p.m. He proceeded to lead those present in the Pledge of Allegiance.

**Roll Call/ Establish Quorum**

Deputy Village Clerk Beith called the roll. Roll call: Members present: Trustees Kojzarek, Corbett, Zambetti, Hacker and President Zirk. Others present: Administrator Keller, Chief Building Inspector Swedberg, and Deputy Village Clerk Beith. For members of the audience please see the attached copy of the sign-in sheet. Trustee LeClercq arrived at 7:07pm.

**Presentations**

**Construction Recycling Business Introduction – American Wood Recycling.**

Administrator Keller provided a brief overview of the project using computer based maps of the proposed project area. Administrator Keller noted the site was roughly five acres, had well and septic, and would require re-zoning and a special use permit with variations. Administrator Keller then introduced Brian Baugh of Storino, Ramello & Durkin, an attorney representing Midwest Companies. Attorney Baugh then introduced Steve Berglund President Midwest Companies, Dave Pinter Vice President Midwest Companies, Chris Peters, Cornerstone Environmental, who would collectively aid in the presentation and take questions from the Board.

Mr. Pinter spoke first by providing a Midwest Companies background. The company has been in business for twenty five years and has locations in Wisconsin and Illinois. The current Illinois location is on leased land in Hoffman Estates. The desire to own the land under the company operations brings them to Gilberts. Mr. Pinter stated that Midwest Companies moved their executive offices to a building they purchased at 275 Sola Drive in 2013. Mr. Pinter described the operation of the proposed operation as a recycling facility for clean construction debris. As Mr. Pinter described the facility, a discussion covered the following:

**Where does the wood go** - Processed wood is sold to electrical generation plants in Wisconsin.

**Containment of the sorted material** - concrete containment walls for everything but the processed wood is discharged by conveyor to a pile on an asphalt pad.

**Truck weight** - Typical weight of an inbound truck is 44,000 pounds and typical weight of an outbound truck carrying recycled material is 78,000 pounds.

**Noise abatement/sound levels** - A berm will be in place along with planted vegetation. A sound level study will be conducted to develop a noise baseline for facility machinery and truck traffic. A typical grinder is about 97 decibels. Details of noise mitigation to meet existing Village Code will be presented.

**Berm discussion** - The width, height and slope of berms surrounding the operation were discussed. An evaluation will be made related to surrounding elevations, sight lines, and visual screening. Visual appeal from the street will be important.

**Truck traffic movement discussion** - General discussion of truck traffic issues included, a potential for up to 100 trucks per day, the potential of the American Wood Hoffman Estates location closing by 2018 with Gilberts receiving that additional truck traffic, conducting a traffic study, details on internal site traffic circulation, turning areas, limiting truck traffic in Old Town, signage for allowed/prohibited traffic movement, general discussion of traffic enforcement and the possible need for intersection improvements.

**Hazardous waste sorting** - How will inbound material be inspected & identified as free of hazardous materials, loads identified as hazardous will be rejected.

**Recycled materials** - a discussion of the materials to be sorted and recycled on site include, wood, metal, cardboard, shingles and drywall. An example used was a housing box (dumpster) placed in front of a construction site: anything placed in that container would be sorted at this site. Wood is the only item that will be processed on site.

**IEPA Permit** – Specific details related to the required IEPA permit will be supplied. The need for a CCD (Clean Construction debris) permit was discussed.

**Distance to housing and surrounding businesses** - a discussion focused on the acoustic and visual impact potential to surrounding properties. The use of online maps to measure distance estimated that the property is 1,900 feet from Town Center Blvd. 2600 feet to Old Town and 4,300 feet to the Conservancy. A detailed distance analysis will be completed.

**Visual presentation** – Discussion of exterior screening and the development of sketches along with profiles showing elevations, cross section elevations and points of view from various points outside of the proposed facility.

**Hours of operation** – Days of the week/Hours of operation will be detailed.

**Storm water** – Details on storm water management will be provided.

**Windblown material** – provide details on containment of wind blown particles.

**Lighting** – provide details on lighting the facility

**Environmentally friendly operation** – the facility will operate LEED, or Leadership in Energy & Environmental Design, a green building certification program that recognizes best-in-class building strategies and practices.

Following the presentation, Administrator Keller provided an overview of existing recycling facilities and stated this facility will not be self contained in a building and will require a variation to allow for certain elements of the operation outdoors. There was a general discussion of a tipping fee and consensus that American Wood Products would work with staff and bring the Board greater project detail focusing on the issues discussed in this meeting.

#### **Comprehensive Annual Financial Report FY 2015 – Lauterbach & Amen LLP.**

Jamie Wilkey of Lauterbach & Amen LLP provided an overview of the Comprehensive Annual Financial Report and took questions from the Board. Ms. Wilkey stated Finance Director Blocker did an outstanding job this year preparing for the report process. Ms. Wilkey noted the clean opinion of the

data and cited the Certificate of Achievement in Financial Reporting granted by GFOA for last year's PAFR and noted a small percentage of American communities get this award for excellence. Ms. Wilkey additionally pointed out the Village has about 6 ½ months of reserve funds. President Zirk commented that the twelve pages of the Management Discussion and Analysis provides an overview of the budget report and is a transparency component of the process.

### **Items for Discussion**

#### **A) Minutes from the October 6, 2015 Village Board Meeting**

President Zirk asked if any of the Board Members had any questions or comments on the minutes from the October 6th Village Board Meeting. The Board Members offered no comments on the October 6<sup>th</sup> meeting minutes. The minutes will be placed on the next consent agenda.

#### **B) September 2015 Treasurer's Report**

President Zirk asked if any of the Board Members had any questions or comments on the September 2015 Treasurer's Report. The Board Members offered no comments on the September 2015 Treasurer's Report. This Treasurer's Report will be placed on the next consent agenda.

#### **C) Ordinance 24-2015, an Ordinance amending the Village Code Title 8 "Water and Wastewater" with respect to irrigation systems**

Administrator Keller provided an update on this Ordinance amending Village Code Title 8 Water and Wastewater with respect to irrigation systems. A brief discussion on the topics of inspection and back charges ensued. Ordinance 24-2015, an Ordinance amending the Village Code Title 8 "Water and Wastewater" with respect to irrigation systems will be placed on the next consent agenda.

#### **D) Ordinance 25-2015, an Ordinance creating a policy for the computer, electronic communication, and social media used by Elected and Appointed Officials and Employees of the Village of Gilberts**

Administrator Keller provided an overview of Ordinance 25-2015, an Ordinance creating a policy for the computer, electronic communication, and social media use by Elected and Appointed Officials and Employees of the Village of Gilberts stating this policy update reflects changes in technology and the use of social media since the existing policy was put in place in 2007. A discussion ensued that centered on questions of 1<sup>st</sup> amendment rights, points of law, and individuals representing the Village in an online environment. Village Attorney Julie Tappendorf will attend the October 20, 2015 meeting and provide additional information and take questions from the Board.

#### **E) Ordinance 26-2015, an Ordinance authorizing the disposal of personal property owned by the Village of Gilberts**

Administrator Keller stated Ordinance 26-2015, an Ordinance authorizing the disposal of personal property owned by the Village of Gilberts is to allow the auction of a squad car as it is replaced by the purchase of a new car. Ordinance 26-2015, an Ordinance authorizing the disposal of personal property owned by the Village of Gilberts will be placed on the next consent agenda.

## **F) Security System Permits**

Chief Building Inspector John Swedberg provided an overview of this topic stating that new residential alarm systems are typically wireless designs that require little installation. The permit would exclude these wireless residential systems and only include wired commercial systems.

## **Staff Reports**

Chief Building Inspector John Swedberg provided the following updates:

- Town Center Park parking lot gravel area has been removed and replaced with black dirt and seed.
- The ground was given a slight depression to make installation of the skating rink easier.
- We expect delivery of the Town Center Park changeable copy board sign in several weeks.
- There are several areas of compliance with state law necessary to move forward with the splash park water reclamation project. John Swedberg, John Castillo and Randy Varas will attain pre qualified contractor status with the State of Illinois allowing them to oversee the splash park water reclamation project.
- The Village is close to receiving Kane County Department of Transportation approval for an entry sign at Tyrrell and Big Timber Road. The sign will require placement 75 feet from the centerline of the road.

## **Board of Trustees Reports**

Trustee LeClercq stated the Road Closed sign at Tyrrell and Mason Road was blown down. Chief Building Inspector John Swedberg noted that was the jurisdiction of the City of Elgin, not a Village of Gilberts or a Kane County issue.

Trustee Hacker inquired about germination of the grass seed in the Town Center Park reseeding area. Chief Building Inspector John Swedberg stated it is not too late in the year for germination to occur.

## **President's Report**

President Zirk had no report.

## **Public Comment**

There was no public comment.

## **Executive Session**

President Zirk inquired if there was any reason to enter into an executive session. Neither the Board Members or Staff expressed any reason to enter into executive session.

## **Adjournment**

There being no further public business to discuss, **a Motion was made by Trustee Corbett and seconded by Trustee Hacker to adjourn from the public meeting at 9:08 p.m. Roll call: Vote: 6-ayes by unanimous voice vote.** 0-nays, 0-abstained. Motion carried.

Respectfully submitted, William Beith