



Village of Gilberts  
Gilberts, IL 60136  
Village Board  
Meeting Minutes  
September 6, 2016

**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 Kojzarek, Corbett, LeClercq, Zambetti, Hacker and President Zirk. 1-absent: Trustee Farrell. Others present: Administrator Sakas, Assistant Administrator Beith and Finance Director Blocker. For members of the audience please see the attached copy of the sign-in sheet.

**Public Comment**

President Zirk inquired if anyone in the audience wished to address the Board Members. Hearing no comments from anyone in attendance the public comment portion of the meeting was closed.

**Consent Agenda**

- A. A Motion to approve Minutes from the August 16, 2016 Village Board Meeting
- B. A Motion to approve the Bills and Salaries dated September 6, 2016 as follows: General Fund \$57,134.25, Developer Donations \$18,904.00, Performance Bonds and Escrows \$23,195.17, Water Fund \$66,643.44, and Payroll \$142,105.23

President Zirk asked if any of the Board Members wished to remove any of the items listed on the consent agenda for separate consideration. The Board Members offered no comments. A **Motion was made by Trustee LeClercq and seconded by Trustee Zambetti to approve the consent agenda items A-B as presented.** Roll call: Vote: 5-ayes: Trustees Kojzarek, Corbett, LeClercq, Zambetti and Hacker. 0-nays, 0-abstained. Motion carried.

**Items for Approval**

**A Motion to approve Resolution 24-2016, a Resolution approving extensions of Time to Construct the required Trail and submit Final Plans for the Retail and Office Phases of the Prairie Business Park Development**

Administrator Sakas reported that at the August 9<sup>th</sup> Committee of the Whole meeting Interstate Partners had made three requests of the President and Village Board Members. Their request included the extension of the deadline for submitting office / retail plans from May 6, 2017 to May 2021.

Their second request was for the extension of the December 31, 2016 deadline for completing the retail portion of the pedestrian trails and sidewalks to June 30, 2017.

Their third request was a request to accept the industrial portion of the trail system as noted in Resolution 25-2016. Administrator Sakas reported that the Village Engineer had approved the Industrial Pedestrian Trail System and Interstate Partners had provided the Village with the maintenance bond.

There being no further discussion on the motion, a **Motion was made by Trustee Zambetti and seconded by Trustee LeClercq to approve Resolution 24-2016, a Resolution approving extensions of time to construct the required trail and submit final plans for the retail and office phases of the Prairie Business Park Development.** Roll call: Vote: 5-ayes: Trustees Corbett, LeClercq, Zambetti, Hacker and Kojzarek. 0-nays, 0-abstained. Motion carried.

**A Motion to approve Resolution 25-2016, a Resolution authorizing the acceptance of Public Improvements for the Prairie Business Park ( Portion of the Pedestrian Trail )**

Administrator Sakas noted that this resolution would go into effect after the easements had been recorded with Kane County.

Trustee Hacker asked if the Village had the obligation to maintain the trail system. Administrator Sakas reported the Village had the right to access the trail system. However, the Village doesn't have the obligation to maintain the trail.

There being no further discussion on the motion, a **Motion was made by Trustee LeClercq and seconded by Trustee Zambetti to approve Resolution 25-2016, a Resolution authorizing acceptance of public improvements for the Prairie Business Park ( Portion of the Pedestrian Trail ).** Roll call: Vote: 5-ayes: Trustees LeClercq, Zambetti, Hacker, Kojzarek and Corbett. 0-nays, 0-abstained. Motion carried.

**Items for Discussion**

There were no items listed under "Items for Discussion".

### **Staff Reports**

#### **RFP-Gilberts Town Center Pavilion Construction**

Administrator Sakas reported that on August 9<sup>th</sup> the Board authorized an agreement with Borgardt Construction as an alternative to Public Works constructing the pavilion. However, during the process of contracting for the work it was identified that the quote did not provide for prevailing wage. If you factor in the required prevailing wage rate the construct cost increased from the original quote of \$30,649.00 to \$48,370.00.

Administrator Sakas discussed the pavilion construction cost if Public Works constructed the pavilion. The cost including labor, benefits, equipment and supplies is \$27,320.00. However, if the Board was in favor of Public Works constructing the pavilion the construct would be sporadic as time allows. However, contracting with a contractor would allow for the project to be completed in a week or two. Trustee Zambetti was in favor of re-issuing a formal bid. Trustee LeClercq agreed. Trustee Zambetti suggested having the contractors break-out the cost for the concrete work and other construction cost. President Zirk recommended Staff draft a comparisons worksheet depicting the cost of doing the project in-house and outsourcing the project. The worksheet should include Public Works' wages, benefits and other compensation factors.

Administrator Sakas reported the bid package would be placed on the next Committee of Whole meeting for Board consideration.

#### **Northern Kane County Chamber Community Service Award Nominations**

Administrator Sakas reported that at the next Committee of the Whole meeting he will be asking for the Board Members to nominate this year's Chamber Community Service Award Recipient. There are currently two nominations.

Administrator Sakas commented on the RFP for the mowing contract. He noted that response deadline for the bid proposal would be October 25<sup>th</sup>. Administrator Sakas stated that he would like good budget numbers prior to the beginning of the budget discussions. President Zirk directed Staff to include Public Works wages, benefits, equipment and fuel cost in the outsourcing and Public Works comparison cost. Administrator Sakas responded that he will contrast and compare all cost associated with Public Works mowing Village property.

Administrator Sakas reported that the tree removal process is going well. The contractor is proceeding as planned and the work as been performed in a professional manner.

Administrator Sakas reported that the Village Hall's neighbor had approached him about removing the Village's trees which are adjacent to her property. She reported that tree limbs from the two trees fall onto her roof and recreational vehicle. Administrator Sakas recommended the Board Members be proactive and authorize the removal of the trees prior to the trees causing any damage to the resident's property.

Administrator Sakas reported that Public Works have completed crack sealing.

Administrator Sakas reported that WOW continues to install fiber to the residential neighborhoods.

Administrator Sakas reported that Staff had met with Engineer Lin and Developer Mertz to discuss the Water Treatment Plant expansion. Administrator Sakas stated that they are going to see if they can meet with the IEPA to discuss the current plant expansion criteria.

Administrator Sakas reported Staff will be attending Kane County's Zoning Board meeting next Tuesday to express the Village's concern with the proposed construction of a cellular tower. President Zirk reported that resident Wade Light has also expressed his opposition to the construction of the cellular tower.

Finance Director Blocker reported that the final letters with respect to the meter replacement program have been mailed. Per the Village Ordinance residents that don't respond to the letter and schedule an appointment to have their meter replaced will have their water shut-off.

Clerk Meadows inquired if the Board Members would be in favor of having a new photograph taken for the 2017 calendar as Trustee LeClerc is not in the current Board picture. The Board Members were in favor of having a new photograph taken.

#### **Trustees' Reports**

The Board Members offered no comments at this time.

#### **President's Report**

President Zirk offered no updates or reports.

#### **Executive Session**

President Zirk asked if any of the Board Members or Staff had any matters they wished to discuss in executive session. Neither the Board Members nor Staff offered any comments.

Village Board  
Meeting Minutes  
September 6, 2016  
Page 5

**Adjournment**

There being no further public business to discuss, **a Motion was made by Trustee Corbett and seconded by Trustee LeClercq to adjourn from the public meeting at 7:40 p.m.** Roll call: Vote: 5-eyes by unanimous voice vote. 0-nays, 0-abstained. Motion carried.

Respectfully submitted,

Debra Meadows