



Village of Gilberts  
87 Galligan Road  
Gilberts, IL. 60136  
Village Board  
Meeting Minutes  
October 4, 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**

Clerk Meadows called the roll. Roll call: Members present: Trustees Kojzarek, Corbett, LeClercq, Zambetti, Farrell and President Zirk. Others present: Administrator Sakas, Assistant Administrator Beith, Chief Building Inspector Swedberg and Finance Director Blocker. For members of the audience please see the attached sign-in sheet.

**Appointment**

President Zirk commented on the Police Pension Board appointment. He thanked Mr. Carl Alagna for dedicating his time to serve on the Police Pension Board. He noted that the Police Pension Board Members are not compensated for their service and the members are obligated to obtain many hours of certified training course credits. A Motion was made by Trustee LeClercq and seconded by Trustee Farrell to concur with President Zirk's recommendation to appoint Carl Alagna to the Police Pension Board. Roll call: Vote: 5-ayes: Trustees Kojzarek, Corbett, LeClercq, Zambetti and Farrell. 0-nays, 0-abstained. Motion carried.

**Public Comment**

President Zirk asked if anyone in the audience wished to address the Board Members. A resident from Town Center stated that she had comments with respect to an agenda item regarding parking in Town Center. President Zirk suggested she hold her comments until the Board Members and Ryland had commented on the proposed parking plan. He noted that after the discussion some of her questions may be answered. The resident agreed to hold her comments until after the Board Member's discussion with Ryland had concluded.

There being no other comments offered from those in attendance. President Zirk moved on to the next agenda item.

**Consent Agenda**

- A. A Motion to approve Minutes from the September 20, 2016 Village Board Meeting**

- B. A Motion to approve Bills & Payroll dated October 4, 2016 as follows: General Fund \$55,017.93, Developer Donations \$69,902.00, Permit Pass Thrus \$5,772.50, Performance Bond and Escrows \$5,618.20, Water Fund \$28,051.72 and Payroll \$57,826.07**
- C. A Motion to approve the FY-2016 Comprehensive Annual Financial Report**
- D. A Motion to approve Resolution 26-2016, a Resolution approving an agreement between the Village of Gilberts and Rolf Campbell for Professional Planning Services**

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

#### **Items for Approval**

##### **A Motion to approve Resolution 27-2016, a Resolution awarding a contract for the Gilberts Town Center Pavilion Installation to Copenhaver Construction**

Administrator Sakas provided the Board Members with the history of the proposed installation of the Town Center pavilion. He noted that a previous proposal from a contractor was accepted. However, after reviewing the contract it was brought to Staff's attention that the contractor was not paying prevailing wages.

On September 6, 2016 the Board Members authorized the bidding for the construction of the Town Center Park pavilion. The request for proposals was issued and the bids were opened on September 30<sup>th</sup>. The Village received two qualified bids and Copenhaver Construction was the apparent qualified low bidder.

President Zirk commented on the bid results. He noted that the Board Members had several options. They could accept the bid or reject the bid and waive competitive bidding and award the project to another bidder or re-bid the project. Administrator Sakas noted that the project is under seasonal time constraints for accomplishing the installation and the restoration work.

Trustee LeClercq inquired on the reasoning on why the Board Members and Staff were considering outsourcing the pavilion construction. Chief Building Inspector Swedberg reported that the Public Works Staff had the skill set to construct the pavilion. However, it was the Public Works staffing level that would only allow them to dedicate limited time to the project. President Zirk reminded those in attendance that the Public Works has had a difficult time retaining and recruiting Staff so the department has been under staffed for some time.

Trustee Farrell reported that Finance Director Blocker has suggested using Town Center impact fees to fund the Village's portion of the project.

Trustee Zambetti commented on the pavilion construction contract. He recommended adding language to ensure the project is finished in a reasonable pre-determined time frame excluding weather related constraints. In addition, he recommended adding a penalty provision if the project wasn't completed by the agreed pre-determined date. The Board Members concurred with Trustee Zambetti's recommendation. Staff will modify the contract to reflect the Board Members recommendations. **A Motion was made by Trustee LeClercq and seconded by Trustee Zambetti to approve Resolution 27-2016, a Resolution awarding a contract for the Gilberts Town Center Pavilion Installation to Copenhaver Construction.** Roll call: Vote: 5-ayes: Trustees LeClercq, Zambetti, Farrell, Kojzarek and Corbett. 0-nays, 0-abstained. Motion carried.

#### **Items for Discussion**

##### **Ryland-Town Center Townhome Parking**

Former Ryland Homes President, John Carroll introduced his successor Ryland Homes President, Kevin Johnson. President Johnson reported that they had recently conducted a parking stall staking exercise. He proceeded to provide the Board Members with photo exhibits depicting the proposed additional parking stalls. A lengthy discussion ensued with respect to the potential loss of green space.

President Zirk reported that Trustee Hacker and Trustee Farrell had recently walked the area in which the townhome unit requesting additional parking stalls was located. Trustee Hacker had walked off and area in which he believed additional parking stalls could be added. There was some discussion on their recommendation.

President Zirk noted that this conversation with respect to the required number of parking stalls is driven by the residents occupying unit 231. He wants to ensure the Board is assisting the residents with their needs and not providing them with additional parking stalls if the need is not relative to their units. Trustee Zambetti agreed. Trustee Zambetti commented on a previous situation in which the Board Members addressed a concern and their decision was not well received and later reversed.

Several Town Center Townhome residents addressed the Board Members. They expressed their concerns with respect to losing valuable green space. The Board Members along with Ryland Home representatives listened intently to their concerns.

There was some discussion on the HOA's lack of CCR enforcement. President Zirk noted that these matters need to be addressed directly by Ryland Homes and their HOA management company.

Ryland Homes noted that they had received the direction needed to amend the proposed parking stall plan and understood the residents concern with preserving the open green spaces. They will revise the plan and report back.

### **Staff Reports**

#### **Town Center Park Update**

Administrator Sakas reported that Staff is working on the splash pad. He noted that there are a lot of moving parts. However, he anticipates the park will have the restoration work completed by the spring. Trustee Farrell suggested installing a decorative fence or shrubs around the sensitive equipment area. Administrator Sakas suggested during the budget discussion discuss a possibility of constructing a sitting wall around the splash pad area.

Trustee LeClercq questioned if Public Works planned on installing the ice skating rink again this year. Chief Building Inspector Swedberg reported that they did not install the rink last year. There was some discussion on the location of the ice rink. The Board Members recommended Staff place a survey on Facebook to see if there is an interest in an ice rink.

Administrator Sakas reported that District 300 has submitted their special use petition to install permanent lights on the football field's scoreboard. The Plan Commission's Special Use Public Hearing is scheduled for November 9<sup>th</sup>.

Administrator Sakas reported that Water Superintendent Castillo is in the process of offering employment to two qualified technician applicants. He anticipates the new hires to start work next Monday.

Administrator Sakas reported that the Mowing RFP has been mailed, and the pre-application meeting is scheduled for Wednesday, October 12<sup>th</sup> and the deadline to respond is also October 12<sup>th</sup>.

Administrator Sakas reported that the winter newsletter and the yearly residential calendar are both in the final draft stage.

Assistant Administrator Beith reported that during the Village server updates the email exchange will be down beginning Thursday at 5:30 p.m. with intermit email capabilities.

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Chief Building Inspector Swedberg reported that the Building Department is in the final process of the BS&A data extraction.

Finance Director Blocker reported the last meter change-out resident has now scheduled an appointment.

Administrator Sakas reported that the TIF Joint Review Board is scheduled to meet on Tuesday, October 18<sup>th</sup> at 1:00 p.m. here at the Village Hall.

**Board of Trustees' Report**

None of the Village Trustees offered any reports

**President's Report**

President Zirk offered no reports.

**Executive Session**

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

**Adjournment**

There being no further public business to discuss, a Motion was made by Trustee Corbett and seconded by Trustee LeClerc to adjourn from the public meeting at 8:29 p.m. Roll call: Vote: 5 ayes by unanimous voice vote. 0-nays, 0-abstained. Motion carried.

Respectfully submitted,

Debra Meadows