

Village of Gilberts
87 Galligan Road
Gilberts, IL 60136
Village Board
Meeting Minutes
March 26, 2013

APPROVED MINUTES

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. Trustee Clark was absent. Others present: Administrator Keller, Finance Director Blocker, Assistant to the Village Administrator Beith and Village Clerk Meadows. For members of the audience please see the attached list.

Public Comment

President Zirk asked if anyone in attendance wished to address the Board. There was no response from the audience.

Consent Agenda

- A. A Motion to approve Minutes from the March 12, 2013 Village Board Meeting
- B. A Motion to approve Minutes from the March 19, 2013 Committee of the Whole Meeting
- C. A Motion to approve the February 2013 Treasurer's Report
- D. A Motion to approve Bills and Salaries dated March 26, 2013 as follows: General Fund \$60,376.52, Permit Pass Thrus \$1,000.00, Performance Bond and Escrows \$31,494.37, Water Fund \$12,571.34, Payroll \$64,180.063
- E. A Motion to approve Ordinance 08-2013, an Ordinance amending Village Code Section 9-2-2-1 Building Code
- F. A Motion to approve Resolution 07-2013, a Resolution authorizing the approval of the CY-2013 Recreation Programming Agreement with a Tri-Cities Team
- G. A Motion to approve Resolution 08-2013, a Resolution authorizing a work order with Everest Excavating Inc. for Industrial Drive repair project
- H. A Motion to amend Resolution 06-2012, a Resolution authorizing a work order with Baxter & Woodman for design and construction engineering for barium/radium pre-treatment system improvements
- I. A Motion to approve Resolution 09-2013, a Resolution authorizing a work order with Baxter & Woodman for a Facility Plan Amendment
- J. A Motion to approve Resolution 10-2013, a Resolution authorizing an intergovernmental agreement between the Village of Gilberts and Rutland Township for road maintenance services

A motion was made by Trustee Zambetti and seconded by Trustee Farrell to approve the Consent Agenda items A-J as presented. Roll call: Vote:5-ayes: Trustees Corbett, Mierisch, Zambetti, Farrell and Hacker. 0-nays, 0-abstained. Motion carried.

Items for Discussion

FY-2013 Budget Adjustments/FY 2014 Budget

Administrator Keller discussed the FY-13 budget surplus. He reported that there is about \$200,000 surplus. Administrator Keller asked the Board Members for direction on how they would like staff to allocate the surplus funds. He provided the Board Members with several options on ways in which the surplus could be dedicated. Trustee Mierisch asked if the surplus funds could be used to fund the Water Treatment Plant improvements so the Village would not have to consider raising the water rates. Administrator Keller replied that the surplus funds are generated from the General Fund not from the enterprise fund. Finance Director Blocker elaborated on the use of the general funds. She stated that if the Board Members wanted to transfer general funds into the enterprise account they could do that. However, for audit purposes the Village will need to provide evidence of a hardship in funding the Water Treatment Plant improvements.

President Zirk recommended the Board Members email Administrator Keller their wish list.

There was some discussion with respect to the Village's reserve account. Finance Director Blocker commented on the Village's adoption of an Investment Policy. The policy requires the Village retain a three month reserve. Currently the Village's reserve account has funds to support operational expenses for about two months. Finance Director Blocker reported that the implementation of the investment policy is a work in progress.

Administrator Keller provided the Board Members with an overview of the FY-2014 Capital/Project list. He discussed the cost of some of the projects the Board Members previously identified as priorities. Administrator Keller noted that some of the road improvement projects could be funded by alternative revenue bonds and the park improvement projects could be funded by impact fees. The Board Members discussed the cost associated with the items on the Capital/Project list.

Trustee Hacker inquired about the increase to the administration department's wages. He requested a detailed job description for the proposed Assistant Administrator position. Administrator Keller reported that the Assistant Administrator's duties would include HR, Economic Development, developing a wellness benefit program and other task as assigned. In addition, the Assistant Administrator would be absorbing the Deputy Clerk's statutory duties.

Trustee Hacker asked for staff to identify the responsibilities of the proposed part-time intern position. Trustee Hacker was still unclear on how the staff changes increase the administration department's wages by \$35,000.00. Administrator Keller and Trustee Hacker will meet later to discuss this matter.

Trustee Hacker inquired why some of the enterprise fund line items costs were left blank. Finance Director Blocker reported she is still in the process of gathering the information.

President Zirk asked why the revenue worksheet did not include the proceeds from overweight permits. Administrator Keller reported that staff was waiting to see the amount of revenue that would be generated from having additional trained officers.

The Board Members discussed the capital projects that they supported. Trustee Farrell reported that she was in favor of rehabbing the Police station. Trustee Zambetti reported that he was in favor of purchasing community entrance signs and funding park improvements. Trustee Hacker expressed his desire to fund much needed stormwater drainage improvements. The Board Members agreed stormwater drainage improvements should be a priority. President Zirk stated that drainage improvements should be design to correct issues that affect the community as a whole. There was a lengthy discussion with respect to which neighborhoods have critical drainage issues.

Administrator Keller provided the Board Members with an overview of the FY-2014 Enterprise Fund budget. He noted that the water/wastewater fund was adjusted to carry over the completion of the barium/radium removal design and inspection process. In addition the adjustments reflected the Facility Plan update. He noted that the cost of the removal is estimated at .75 cents per 1,000 gallons of water. However, the removal of barium and radium reduces the sludge hauling cost.

There was some discussion with respect to using public funds to correct drainage issues on private property.

Trustee Corbett inquired on the CERT's budget line item in the amount of \$500.00. Trustee Mierisch reported that the fund supports CERT training efforts. Trustee Mierisch reported that prior to the economic down turn and budget cuts CERT's training budget was \$5,000.00.

Administrator Keller reported that the FY-2014 Budget Public Hearing is scheduled for the April 16th Board Meeting.

Staff Reports

Administrator Keller commented on the status of Interstate Partners development agreement. Administrator Keller reported that staff will be providing the Board Members with a list of subsequent changes and policy questions for their review at the next Committee of the Whole meeting.

A lengthy discussion ensued with respect to the three versions of the development agreement.

Assistant to the Village Administrator Beith reported that he along with representatives from i3, Comcast and Frontier Century had met to discuss the construction of Fibercity Gilberts. He reported that the meeting was productive.

Board of Trustee Reports

Trustee Hacker asked Administrator Keller for an update on the recent meeting with District 300. Administrator Keller reported that he had provided the District 300 Members with the Village's Resolution opposing the district's redistricting. District 300 Members believed the Village had prematurely initiated their opposition campaign.

Trustee Hacker asked Administrator Keller to provide the Board with an update on the Tollway Authority's expansion project. Administrator Keller reported that the Tollway Authority is still working on various details of the expansion.

President's Report

President Zirk discussed the resurrection of the weekly staff memo. The Board Members agreed that they prefer format number one. Administrator Keller reported staff will be sending out the weekly report on Mondays.

Adjournment

There being no further public business to discuss, **a Motion was made by Trustee Corbett and seconded by Trustee Farrell to adjourn from the public meeting at 8:32 p.m.** Roll call: Vote: 5-ayes by unanimous voice vote. 0-nays, 0-abstained. Motion carried.

Respectfully submitted,

Debra Meadows