



**MINUTES FOR VILLAGE OF GILBERTS
Special BOARD OF TRUSTEES MEETING
Village Hall: 87 Galligan Road, Gilberts, IL 60136
Meeting Minutes
Tuesday, November 10, 2020**

1. 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.

2. ROLL CALL / ESTABLISH QUORUM

Village Clerk Courtney Baker called the roll. Roll call: Members present: Trustees Kojzarek, Allen, Zambetti, and President Zirk. Members on phone: Trustees Corbett, Farrell, and Hacker. Others present: Village Administrator Brian Bourdeau and Village Attorney Julie Tappendorf.

3. PUBLIC COMMENT

There were no public comments at this time.

4. CONSENT AGENDA

- A. A Motion to Approve Minutes from the October 20, 2020 Village Board Meeting
- B. A Motion to Approve Bills & Payroll dated November 10, 2020
- C. A Motion to Approve the Calendar Year 2021 Village of Gilberts Meeting Calendar
- D. Accept and Place on File the Municipal Compliance Report for the Village of Gilberts Police Pension Fund for the Fiscal Year ending April 30, 2020

President Zirk asked if any of the board members had any consent agenda items they wished to remove for separate consideration. After hearing none, asked for a motion to approve.

A Motion was made by Trustee Allen and seconded by Trustee Zambetti to Approve Consent Agenda Items 4A-D as presented. Roll call vote: Trustees Corbett, Allen, Zambetti, Farrell, Hacker, and Kojzarek voted Aye. 0-nays, 0-abstained. Motion carried.

5. ITEMS FOR APPROVAL

- A. A Resolution Authorizing Approval of an Agreement with Rieke Office Interiors for the Purchase and Installation of Workstations at the Police Department in an Amount Not-to-Exceed \$14,866 –

A Motion was made by Trustee Allen and seconded by Trustee Kojzarek to Approve Resolution 29-2020, a Resolution Authorizing Approval of an Agreement with Rieke Office Interiors for the Purchase and Installation of Workstations at the Police Department in an Amount Not-to-Exceed \$14,866. Roll call vote: Trustees Allen, Zambetti, Farrell, Hacker, Kojzarek, and Corbett voted Aye. 0-nays, 0-abstained. Motion carried.

B. At-Risk Utility Agreement Allowing Gilberts Development LLC to Proceed with Installation of Public Utilities in NH2B – Administrator Bourdeau advised the Board that Troy Mertz made a request of the Village to appear before the Board to request permission to begin the installation of public improvement utilities in Neighborhood 2B of the Conservancy prior to the approval of final plat. Final engineering review for Neighborhood 2B is substantially complete; however, there remain a few outstanding items which have been shared with the engineer for Gilberts Development LLC.

Mr. Mertz approached the Board and stated that his request is weather-related as he is trying to complete the requested work prior to the cold weather season.

Attorney Tappendorf stated that this is the first time the Village has received this type of request so there is no precedence for this. Attorney Tappendorf shared several of her concerns for approving this type of request, the main concern being that the Village would not be adequately secured and protected for public improvements without a final plat being approved and recorded.

Trustee Zambetti asked if the Village could be sued if a contractor didn't get paid. Attorney Tappendorf stated that the Village would have to defend the lawsuit.

Trustee Hacker asked how long it would take to get the final plat approved. Attorney Tappendorf explained the process of approving a final plat. Trustee Hacker asked Attorney Tappendorf to elaborate on the state law that requires the posting of performance security for all public improvements. Attorney Tappendorf explained this law and its importance.

Administrator Bourdeau provided the current timeline of the plats that were submitted by Gilberts Development LLC.

A Motion was made by Trustee Hacker and seconded by Trustee Farrell to Deny the Request to Approve an At-risk Utility Agreement Allowing Gilberts Development LLC to Proceed with Installation of Public Utilities in NH2B. Roll call vote: Trustees Farrell, Hacker, Kojzarek, Corbett, and Allen voted Aye. Trustee Zambetti voted Nay, 0-abstained. Motion carried.

6. STAFF REPORTS

Administrator Bourdeau

- Pirtano and their subcontractors are moving along on their construction of the well water main.

- At the last construction meeting, the last update was December 21st for the power at Well 6.
- Trustee Hacker asked if Administrator Bourdeau how often the timelines are reviewed at the construction meetings. Administrator Bourdeau advised that the timelines are discussed at the construction meetings well before the due dates of the project.
- The virtual tree lighting will take place this Friday.
- There will be a Plan Commission Meeting on Thursday.

7. TRUSTEE REPORTS

Trustee Corbett

- Asked if there will be a special message on the park signs in honor of Sargent Jack Rood's retirement. Administrator Bourdeau stated that the messages are currently in review and will be put up soon.

Trustee Zambetti

- Asked what the procedure is in the Village if a Staff member contracts COVID-19. Administrator Bourdeau stated that the first thing that is done is the employee is asked who they have been in contact with recently so that those individuals who meet the CDC's criteria of being exposed to the infected individual can be personally contacted. Then, a general email is issued to all employees stating that all individuals who meet the proper criteria of exposure to the infected individual have been contacted. Staff has worked with the Village's attorney to ensure that all proper actions are taken. Attorney Tappendorf stated that she is very comfortable with how the Village is proceeding with this process. Trustee Zambetti and President Zirk asked if Administrator Bourdeau could send out an email that would clarify to Staff when and what kind of communication they can expect relating to COVID-19.

8. PRESIDENT'S REPORT

President Zirk asked the Board for a consensus on if Staff should proceed with hiring for the Event Planner position. Trustees Allen, Zambetti, Farrell stated no. Trustees Kojzarek, Corbett, Hacker and President Zirk stated yes.

A. EXECUTIVE SESSION*

An executive session did not take place.

11. ADJOURNMENT

There being no further public business to discuss, **a Motion was made by Trustee Allen and seconded by Trustee Kojzarek to adjourn from the public meeting at 8:32 p.m.** Voice vote carried unanimously.

Respectfully submitted,

Courtney Baker
Village Clerk