



**VILLAGE OF GILBERTS  
VILLAGE BOARD MEETING MINUTES  
TUESDAY, JANUARY 3, 2023**

**Village Hall: 87 Galligan Road, Gilberts, IL 60136**

**1. CALL TO ORDER / PLEDGE OF ALLEGIANCE**

President Zambetti 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 Kelly Mastera called roll. Roll call of board members present: Trustees LeClercq, Corbett, Allen, Hacker, Coats, and Redfield were present, as was President Zambetti. Also present in the room were Village Administrator Brian Bourdeau, Finance Director Taunya Fischer, and Management Analyst Riley Lynch.

**3. PUBLIC COMMENT – None.**

**4. AUDIT PRESENTATION**

Administrator Bourdeau introduced Brian LeFevre and Tom Siwicki from Sikich LLP. Mr. LeFevre presented the FY2022 Audit to the Village Board. He discussed the Village's Comprehensive Annual Financial Report (CAFR), stating that the Village received an unmodified opinion, the highest level of opinion a municipality can receive on its financial statements. He stated there were separate reports issued regarding compliance for the Tax Increment Financing (TIF) Districts, which both received clean opinions as well. Mr. LeFevre went through other sections of the CAFR and provided brief highlights and explanations regarding the financial statements. He said in conclusion the audit went smoothly and they received all the information they requested to complete the report. Mr. LeFevre also stated that staff were helpful and easy to work with. No one on the Board had any follow-up questions.

**5. CONSENT AGENDA**

- A.** A Motion to approve Minutes from the December 6, 2022 Village Board Meeting
- B.** A Motion to ratify Bills & Payroll dated December 20, 2022
- C.** A Motion to approve Bills & Payroll dated January 3, 2023
- D.** A Motion to approve the November 2022 Treasurer's Report
- E.** A Motion to receive and accept the Comprehensive Annual Financial Report from Sikich LLC for the Fiscal Year Ending April 30, 2022
- F.** A Motion to accept and place on file the Municipal Compliance Report for the Village of Gilberts Police Pension Fund for the Fiscal Year ending April 30, 2022

President Zambetti asked if there was anything anyone wanted to remove from the Consent Agenda. No removals were requested.

*A Motion to Approve Consent Agenda items 5.A-F as Presented was made by Trustee Allen and seconded by Trustee Coats. Roll call vote: Trustees LeClercq, Corbett, Allen, Hacker, Coats, and Redfield voted (6) Aye, 0-nays, 0-abstained. Motion carried.*

## 6. ITEMS FOR APPROVAL

### A. A Resolution Authorizing the Purchase of Water Softener Salt for Calendar Year 2023 from Midwest Salt (Resolution 01-2023)

Administrator Bourdeau stated it is the second year the Village is participating with the McHenry County Joint Purchasing Cooperative to buy the salt for the water plant. Trustee Corbett confirmed with Administrator Bourdeau that there had only been one bidder in the process.

*A Motion to Approve Agenda Item 6.A as Presented was made by Trustee Redfield and seconded by Trustee LeClercq. Roll call vote: Trustees LeClercq, Corbett, Allen, Hacker, Coats, and Redfield voted (6) Aye, 0-nays, 0-abstained. Motion carried.*

## 7. ITEMS FOR DISCUSSION – None.

## 8. STAFF REPORTS

### Village Clerk Mastera

- Stated that the liquor licenses and video gaming licenses expired on December 31 and the new ones have been issued for 2023.

### Analyst Lynch

- Said Community Days planning is going well, and sponsorship letters have been sent out.
- Will be attending a meeting hosted by Kane County regarding bike paths in the region.

### Finance Director Fischer

- Reiterated that the audit is officially complete.

### Administrator Bourdeau

- Reminded the Board that next Monday evening is the joint meeting with the Plan Commission where Teska will go over the goals and objectives they've developed based on the first few phases of drafting a Comprehensive Plan and is a good time to get feedback. He asked that anyone who would not be able to make it to please let him know, because a quorum of both bodies is needed. President Zambetti confirmed that the meeting will be at 7:00 p.m. Administrator Bourdeau said information will be emailed later this week.
- Said in the Friday report, he included a list of projects successfully completed in 2022.
- Said in 2023 a major project will be the Wiley Street road reconstruction. Trustee LeClercq confirmed with Administrator Bourdeau that flags at the parks had been replaced or fixed by Public Works.

**9. TRUSTEES' REPORTS –**

Trustee Redfield

- Wished everyone a Happy New Year

Trustee LeClercq

- Thanked people for the well-wishes.

There were no other Trustee reports.

**10. PRESIDENT'S REPORT – None.**

**11. EXECUTIVE SESSION - None.**

**12. ADJOURNMENT**

There being no further public business to discuss, a motion to adjourn from the public meeting was made by Trustee Allen and seconded by Trustee Coats at 7:29 p.m. Voice vote carried unanimously, Aye (6). 0-nays, 0-abstained.

Respectfully submitted,

*Kelly Mastera*

Kelly Mastera  
Village Clerk