



**MINUTES FOR VILLAGE OF GILBERTS
COMMITTEE OF THE WHOLE MEETING
Village Hall: 87 Galligan Road, Gilberts, IL 60136
Meeting Minutes
Tuesday, March 16, 2021**

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

In acknowledgement of President Zirk's absence, Village Clerk Baker called the meeting to order at 7:00 p.m. She 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, Corbett, Zambetti, Farrell, Hacker. President Zirk was absent. Others present: Village Administrator Brian Bourdeau, Finance Director Taunya Fischer, Public Works Director Aaron Grosskopf, and Building Inspector John Swedberg.

Clerk Baker reported that there were enough Members present to establish a quorum. Clerk Baker announced that at this time should hear a motion to appoint a President Pro Tem to preside over the proceedings. A Motion was made by Trustee Corbett and seconded by Trustee Allen to appoint Trustee Zambetti to serve as President Pro Tem. Roll Call vote: Trustees Corbett, Allen, Zambetti, Farrell, Hacker, and Kojzarek voted Aye. 0-nays. 0-abstained. Motion carried.

3. PUBLIC COMMENT

There were no public comments at this time.

4. ITEMS FOR DISCUSSION

- A. Presentation and Discussion of a Request from Gilberts Development, LLC for Proposed Code Amendments Related to Locally Adopted Amendments to the Building Code – Administrator Bourdeau advised the Board that the Village has been approached by Gilberts Development, LLC with a request for the Board to amend the Village code as it pertains to certain locally adopted electrical and plumbing codes. Developer Troy Mertz approached the Board and stated that he is asking for a reduction in required electrical service size from 200-amp to 100-amp service for townhomes with consideration of the same for single family homes and allow the installation of electric wire as Romex. Developer Mertz stated that he is also requesting Allow CPVC and Pex water piping and allow for water service from the B-box to the house to installed as poly pipe.

Trustee Zambetti stated that he opposed to all of the requested items except for the electrical panel. Several other trustees concurred with Trustee Zambetti's opinion. Staff will bring back an ordinance that will only allow for the change of the electrical service size from 200-amp to 100-amp service for townhomes.

Developer Mertz advised the Board that he is also requesting a confirmation letter for financing he is looking to secure. Trustee Zambetti stated that he thought it might be best to amend the agreement to allow Developer Mertz to have 184 permits unconditionally. After some discussion amongst the Board, the Board came to the consensus to allow Developer Mertz 184 permits with no strings attached. Administrator Bourdeau stated that he will work with the Village Attorney to draft something for the Board to approve next week.

- B. FY2022 Draft Budget Presentation - Administrator Bourdeau provided an overview of the FY2022 budget. Administrator Bourdeau stated that there is a 2.5% wage adjustment as required by the CBA is included in the proposed budget. The same adjustment for all other personnel is also contemplated in the draft as presented. There is a slight increase contemplated for Group Health Insurance. There is a Police Pension Fund contribution of \$415,739 that represents 100% of the actuarial recommended contribution. Administrator Bourdeau stated that Staff is working to have the budget be eligible for the GFOA Distinguished Budget Award which includes some new goals that need to be met. One of the goals is to develop and implement a revised performance appraisal tool and conduct annual reviews utilizing the new tool. In conjunction with the performance appraisal tool, develop and implement a formal written training program for new and existing employees. The training program should take into account not only current training needs but future training needs and opportunities. Administrator Bourdeau stated that the Village is anticipated to end the current fiscal year with a healthy surplus amount.

Director Grosskopf advised the Board of the two goals that the Public Works which are to develop and implement a storm sewer & sanitary sewer cleaning program defining priority areas, rotating schedule, and practical portion. The second goal would be to develop and implement an open ditch maintenance program. Director Grosskopf then began advised the Board of the proposed FY2022 Public Works Capitol projects. The first project would be a blanket signage replacement program that is budgeted for over the next three years. The next project would be a purchase of a new Compact Trac Loader as the current skid steer is over 20 years old and the Village purchased the equipment over 18 years ago. Recently, the skid steer has been unreliable for ignition and has had control issues inside of the cab. At this point the cost of correcting the issues outweighs the value of the skid steer. The next project would be for the purchase of a Hustler 104" mower. The village maintains a total area of 55 acres that need to be mowed throughout the spring, summer and fall seasons. With an anticipated increase of near 26 acres of public park land with the addition of the conservancy coming over the next few years Public Works will need to increase capacity to perform mowing operations. The next project would be a three-year purchasing program to allow for the purchase of a new Peterbuilt 348 Medium Duty Truck for snow plow operations. The next project would be to replace the wood mulch at the Village's parks with rubber mulch. The woodchips deteriorate over time and can be removed from the playground. This is especially challenging at Town Center Park due to the proximity to the Splash Pad.

Woodchips are often kicked around and can splinter into smaller pieces, when these pieces get moved over to the splash pad area, they can often infiltrate the piping system and clog the spray nozzles. This leads to Public Works Utilities Crews having to perform once a week maintenance and checks on the spray nozzles and cleaning out any excess buildup of woodchips that can block water flow.

Director Grosskopf then provided a summary of the capitol projects for the Utilities Department. The first project would be a rebuild of the North Clarifier at the Village's Wastewater Treatment Plant. The next project would be for the second contribution to the three-year purchasing program for the replacement water softener. The next projects would be lift station control upgrades, replacement of the fence around the lift station, a replacement root blower, and other water treatment plat upgrades.

Administrator Bourdeau advised the Board that Staff has been approached by Bison Baseball regarding potential park land use and baseball field maintenance items for Town Center Park, Memorial Park, and Waitcus Park. These items would fall within the Village's Capital Improvement Plan and the Village's overall Park Plan. Village staff has prepared information and costs for all upgrades/land improvements requested by the Bison Baseball Organization. The first request would be for an additional ball field at Town Center Park. The next request would be to add limestone as the infield playing surface for the Waitcus Park Field. The final request would be to add safety tubing (corrugated plastic pipe) in either black or yellow to place on top of the outfield fence at Memorial Park. The Board discussed the possibility of ordering the limestone as soon as possible so that the Bison's can install it during the current baseball season. Administrator Bourdeau stated that Staff will proceed with the first two requests and look into the third request and how municipal impact fees may be used.

5. STAFF REPORTS

Administrator Bourdeau

- The Governor's office will be releasing new guidance on moving from Phase 4 to 5.
- On the recent water bills, there was a backflow water survey that is required every 3 years by the IEPA.

6. TRUSTEE REPORTS

There were no trustee reports at this time.

7. PRESIDENT'S REPORTS

President Zirk had nothing to report at this time.

8. EXECUTIVE SESSION*

An executive session did not take place.

9. ADJOURNMENT

There being no further public business to discuss, **a Motion was made by Trustee Kojzarek and seconded by Trustee Allen to adjourn from the public meeting at 8:53 p.m.** Voice vote carried unanimously.

Respectfully submitted,

Courtney Baker

Courtney Baker
Village Clerk