



**MINUTES FOR VILLAGE OF GILBERTS
COMMITTEE OF THE WHOLE MEETING
Village Hall: 87 Galligan Road, Gilberts, IL 60136
Meeting Minutes
Tuesday, September 8, 2020**

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

Village Administrator Brian Bourdeau called the meeting to order at 7:00 p.m., noting that President Zirk had not arrived. Administrator Bourdeau asked for nominations from the Board of Trustees for a President Pro Tempore to run the meeting until such time as President Zirk may arrive.

Moved by Trustee Corbett, seconded by Trustee Farrell to appoint Trustee Zambetti to run the meeting until such time as President Zirk arrives. Voice vote: Trustees Kojzarek, Corbett, Allen, Farrell and Hacker voted Aye. 0-nays, 0-abstained. Motion carried.

President Pro Tem Zambetti proceeded to lead those present in the Pledge of Allegiance.

2. ROLL CALL / ESTABLISH QUORUM

Deputy Village Clerk Phillip Versten called the roll: Roll call: Members present: Trustees Kojzarek, Corbett, Allen, Farrell, Hacker (phone), and President Pro Tem Zambetti. Staff present: Village Administrator Brian Bourdeau, Finance Director Taunya Fischer, Public Works Director Aaron Grosskopf, Deputy Village Clerk Phillip Versten, Intern Riley Lynch, Village Engineer Al Stefan (phone). Public present: Justin Redfield, Tom Trier.

3. PUBLIC COMMENT

There was no public comment.

4. ITEMS FOR DISCUSSION

- A. Presentation and Discussion of Various Options Concerning Waitcus Park Improvements- Trustee Farrell noted that public works is in the process of performing some upgrades that are not considered capital improvements and asked Public Works Director Grosskopf about drainage issues at the park, in particular the low areas prone to flooding, to the west, on the ball field, and around the playground. She recapped a previously proposed solution which involved raising those areas so that the drainage flowed off into the creek. She relayed to Mr. Grosskopf a question she was asked by a resident concerning whether there was a way to solve the drainage issue without more water flowing into the creek. Mr. Grosskopf stated that it would not cause flooding.

Trustee Farrell summarized the memo which she wrote to the Board in conjunction with Administrator Bourdeau and Mr. Grosskopf. She noted that a longtime resident of Windmill Meadows told her that she and her neighbors would like to see the ball field remain an amenity of the park, along with better drainage and improvements to the playground equipment, and they are pleased we are taking an interest in bettering the park. She summarized the three options in the memo, two of which concern joint-purchase arrangements for new equipment, one of which can be supported by a grant, and a third which would involve contracting with a third party to refurbish the existing equipment, to include sand blasting and painting.

Discussion followed among the Trustees concerning the purpose of the park and whether it has changed or should change, and whether anticipated uses in the future warrant new equipment now, or whether a refurbishment to cover the next few years is the best option for now. President Pro Tem Zambetti noted that the park's location is convenient to Old Town and Windmill neighborhoods. He summarized prior conversations that covered topics related to safety issues due to the proximity of railroad tracks and Route 72 traffic, and whether the park should be relocated or extended into the Windmill neighborhood.

Trustee Farrell and President Pro Tem Zambetti agreed that doing nothing is not a good option. Trustee Farrell noted that the questions concern whether we spend money on new playground equipment right now or refurbish what is there, and when we should commit the funding for those options. She said the cost of equipment with either of those options would be at least \$45,000, including installation and ADA compliant mulch. These recent quotes are lower than pricing previously discussed due to competitively bid joint-purchase pricing Mr. Grosskopf was able to gain access to. Either way, staff will proceed in-house, with drainage improvements this fiscal year.

Mr. Grosskopf summarized the drainage projects. The pitch of the left field area of the ball field will be adjusted with new dirt so that it drains off to the wetland area. The playground drainage will consist of drain tile and a pipe that will enable draining off to the pond, and adjustments to the culvert under the bike path will make the path flush with the playground.

Trustee Kojzarek said he prefers keeping the park location where it is, to do the in-house drainage work as phase one, and the purchase of new equipment as phase 2. He identified the new equipment with the shade option as his preferred choice, not to exceed \$45K and pursuing whatever grant options we can.

Administrator Bourdeau stated that it is important to determine what specific direction we want to take now in regard to these improvements as we will begin to identify grant opportunities well in advance of the expenditure, and the grant applications will require those specifics.

President Pro Tem Zambetti would like to ensure that impact fees of the subdivisions are allocated relative to the park properties which are approximal to those subdivisions. He requested staff to provide a current breakdown of those impact fees. Trustee Kojzarek agreed, stating if there were impact fees leftover from the Town Center subdivision, he would like to see it invested in improvements at Town Center Park. Trustee Farrell reminded the Board that there are no impact fees for Waitcus Park, so improvements there would have to come out of the general fund.

Discussion followed regarding tot lots versus baseball diamonds that could be used by organizations such as the Bisons.

It was agreed that we should move forward with the repair of the step during this fiscal year, along with the drainage grading improvements. We would plan for a new playground in the budget next year. If we don't get to that point, we will pursue the sandblasting and painting refurbishment option. Administrator Bourdeau noted that, in such a case, we could also do some in-house updating to some of the structures at the ball field. Trees providing a visual barrier to Route 72 would be a phase 3 to pursue as a later date, ideally to be purchased to coincide with autumn pricing.

B. Presentation and Discussion Regarding Comparable Municipalities and Wage Ranges

Administrator Bourdeau provided a review of the Village's current compensation plan and summarized an analysis of wage ranges within comparable municipalities. He noted that the comparison takes into account a range of several factors for a holistic view of the comparables. Then they are ranked vertically and scored horizontally. Ideally, he said, you want to be in the midpoint of your comparables, and Gilberts for the most part is at that midpoint. He summarized the process steps as first identifying the comparables, then sending out a survey to those municipalities concerning positions, actuals, and minimums and maximums of salaries. For positions where the comparable had no salary range, we took the actual salary and regarded that as a midpoint while setting the range at plus or minus 15 percentage points on either side.

He said we found that, generally speaking, all of the ranges for Gilberts positions are on par with our comparables and in some cases the maximum of the range extends a little beyond that of our comparables.

He identified a couple of positions that may need to be tweaked to bring them in line, but noted that no current staff members would fall off the graph bars as a result to the few adjustments that should be made. This plan is agnostic of names.

He noted that most of our department head positions were a little lower than the comparables, generally at 70%-80% of what our comparables paid.

Finance Director Fischer called the Board's attention to the chart on page 25, noting that it provides a list of the Gilberts positions and shows their range maximums in relation to comparable communities' ranges. She noted that it displays that most, but not all, of our positions are in the hundred percentile range, and staff is looking for direction from the Board as to whether we were interested in adjusting any of those.

Administrator Bourdeau noted that the public works crew leader position would jump from grade 4 to grade 5, due to the supervisory role housed in that position within our comparables.

5. STAFF REPORTS

Administrator Bourdeau

- The Movie-in-the-Park will proceed on September 18th as a one-time drive-in movie event following the State's Phase 4 COVID-19 guidelines.
- CARES Act funding – the U.S. Treasury Department issued some clarification in regard to public safety payroll, and it is now clear that all public safety falls under COVID-19. He outlined the series of next steps to take place in the near future regarding the process involved with this funding.

Public Works Director Grosskopf

- The Splash Pad has officially closed for the season.

6. TRUSTEE REPORTS

- Trustee Kojzarek noted that some political yard signs have been placed around town in manners that are not in compliance with our ordinance. He asked that staff remind people of proper placement.

7. PRESIDENT'S REPORTS

President Pro Tem Zambetti had no report.

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 Allen and seconded by Trustee Farrell to adjourn from the public meeting at 8:25 p.m.** Voice vote carried unanimously.

Respectfully submitted,



Phillip Versten
Deputy Village Clerk