



## Village of Gilberts

Village Hall: 87 Galligan Road, Gilberts, Illinois 60136

Ph. 847-428-2861 Fax: 847-428-2955

[www.villageofgilberts.com](http://www.villageofgilberts.com)

### VILLAGE BOARD MEETING AGENDA

**Tuesday, October 18, 2022 - 7:00 p.m. - Village Hall Board Room**

In accordance with recent amendments to the Open Meetings Act that authorize remote meeting attendance during the COVID-19 pandemic, the Village President has determined that it is not prudent or practical to conduct an in-person meeting for all members of the Board and the public due to the pandemic. Therefore, some of the Village Board members may attend this meeting by electronic means, in compliance with the amended OMA.

In order to comply with the Governor's executive orders regarding limitations on gatherings and to ensure social distancing, members of the public are encouraged to attend the meeting remotely via video or audio as follows:

Zoom (video and/or audio): <https://us06web.zoom.us/j/85780932786>

Meeting ID: 857 8093 2786

Dial-In (audio): (312) 626-6799

Members of the public can also submit written comments via email at [info@villageofgilberts.com](mailto:info@villageofgilberts.com). Any comments received by 5:00 p.m. on October 18, 2022 will be submitted into the record of the meeting.

#### ORDER OF BUSINESS

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

**2. ROLL CALL / ESTABLISH QUORUM**

**3. PUBLIC COMMENT\***

**4. CONSENT AGENDA**

A. A Motion to approve Bills & Payroll dated October 18, 2022

B. A Motion to approve a Settlement Agreement in Perez v. Village of Gilberts, et al., 20 CV 7759

**5. ITEMS FOR APPROVAL**

A. A Resolution Approving the Purchase of a Ford Explorer Police Vehicle from Ewald Automotive Group in an Amount Not-to-Exceed \$40,000 (46-2022)

B. A Resolution Approving An Agreement with Bartlett Tree Experts for Tree Removal and Stump Grinding in an Amount Not-to-Exceed \$40,000 (47-2022)

C. Approval of a Professional Engineering Services Proposal with Robinson Engineering for Wiley Street / Union Street Reconstruction in an Amount Not-to-Exceed \$51,000

**6. ITEMS FOR DISCUSSION**

**7. STAFF REPORTS**

**8. TRUSTEES' REPORTS**

**9. PRESIDENT'S REPORT**

**10. EXECUTIVE SESSION**

**11. ADJOURNMENT**

**\*Public Comment Policy**

Anyone indicating a desire to speak during Public Comments portion of the Village Board Meeting will be acknowledged by the Village President. All remarks are to be addressed to the Village President and Board of Trustees as a whole, not to any specific person(s). To ensure that everyone who wishes to speak has the opportunity to do so, please limit your comments to five minutes. Additional time may be granted at the discretion of the Village President. If you have written comments, please provide a copy to the Village President. If there are a number of individuals present to speak on the same topic, please designate a spokesperson that can summarize the issue. During Public Comments, the Village President, Trustees and Staff will listen to comments and will not engage in discussion. The Village President or Trustees may ask questions to better understand your concern, suggestion or request. Please direct any personnel concerns to the Village Administrator before or after the meeting. The Village of Gilberts complies with the Americans Disabilities Act (ADA). For accessibility Assistance, please contact the Village Clerk at the Village Hall, telephone number is 847-428-2861. Assistive services will be provided upon request.

Department: 00 GENERAL FUND

|                        |                 |          |
|------------------------|-----------------|----------|
| ANCEL GLINK, P.C.      | ESCROWS PAYABLE | 1,595.00 |
| Total: 00 GENERAL FUND |                 | 1,595.00 |

Department: 01 ADMINISTRATIVE

|                            |                          |           |
|----------------------------|--------------------------|-----------|
| ANCEL GLINK, P.C.          | LEGAL EXPENSE            | 5,346.45  |
| B&B NETWORKS, INC.         | COMMUNICATIONS           | 330.29    |
| CARD SERVICES              | OPERATING EXPENSE        | 73.99     |
| CARD SERVICES              | OFFICE SUPPLIES          | 360.83    |
| CARD SERVICES              | EMPLOYEE ENGAGEMENT      | 434.33    |
| CARDUNAL OFFICE SUPPLY     | OFFICE SUPPLIES          | 20.47     |
| CURRENT TECHNOLOGIES, INC. | CONTRACTUAL SERVICES     | 7,013.00  |
| MARCO TECHNOLOGIES LLC     | RENTAL-EQUIPMENT         | 425.00    |
| MARCO TECHNOLOGIES LLC     | CONTRACTUAL SERVICES     | 73.88     |
| STAPLES ADVANTAGE          | OFFICE SUPPLIES          | 8.92      |
| SUNSHINE FARM II           | COMMUNITY RELATIONS      | 700.00    |
| TESKA ASSOCIATES INC       | VILLAGE PLANNER SERVICES | 7,759.37  |
| VERIZON WIRELESS           | COMMUNICATIONS           | 217.83    |
| Total: 01 ADMINISTRATIVE   |                          | 22,764.36 |

Department: 02 POLICE

|                              |                       |          |
|------------------------------|-----------------------|----------|
| CARD SERVICES                | OFFICE SUPPLIES       | 114.95   |
| CARD SERVICES                | CAPITAL EQUIPMENT     | 316.98   |
| CARD SERVICES                | TRAINING EXPENSE      | 302.75   |
| ITOUCH BIOMETRICS            | CONTRACTUAL SERVICES  | 1,485.00 |
| JQ DESIGN                    | UNIFORMS              | 180.00   |
| MARCO TECHNOLOGIES LLC       | CONTRACTUAL SERVICES  | 73.88    |
| MENARDS - CARPENTERSVILLE    | OFFICE SUPPLIES       | 47.94    |
| MOTOROLA INC.                | DISPATCHING           | 816.00   |
| P.F. PETTIBONE & CO.         | OFFICE SUPPLIES       | 51.00    |
| PEERLESS                     | COMMUNICATIONS        | 61.72    |
| STEPHEN D. TOUSEY LAW OFFICE | LEGAL EXPENSE         | 400.00   |
| SWIFT WASH, LLC              | MAINTENANCE EQUIPMENT | 92.00    |
| VERIZON WIRELESS             | COMMUNICATIONS        | 211.60   |
| Total: 02 POLICE             |                       | 4,153.82 |

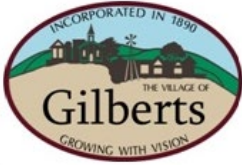
Department: 03 PUBLIC WORKS

|                                  |                       |          |
|----------------------------------|-----------------------|----------|
| AEP ENERGY                       | STREETLIGHTING        | 1,268.41 |
| B&K POWER EQUIPMENT INC          | MAINTENANCE EQUIPMENT | 120.00   |
| BARTLETT TREE EXPERTS            | MAINTENANCE STREETS   | 105.00   |
| CENTURY SPRINGS                  | CONTRACTUAL SERVICES  | 80.11    |
| HAMPTON, LENZINI & RENWICK, INC  | CAPITAL EQUIPMENT     | 1,676.67 |
| LEROY'S LAWN EQUIPMENT           | MAINTENANCE EQUIPMENT | 22.63    |
| MENARDS - CARPENTERSVILLE        | MAINTENANCE BUILDING  | 45.95    |
| MENARDS - CARPENTERSVILLE        | MAINTENANCE STREETS   | 59.85    |
| NAPA AUTO PARTS                  | GASOLINE              | 179.20   |
| NAPA AUTO PARTS                  | MAINTENANCE VEHICLES  | 316.55   |
| NORTHWESTERN MEDICINE OCCUPATION | CONTRACTUAL SERVICES  | 172.00   |
| STAPLES ADVANTAGE                | OPERATING EXPENSE     | 29.99    |
| UPLAND CONSTRUCTION & MAINTENANC | MAINTENANCE STREETS   | 3,650.00 |
| VERIZON WIRELESS                 | COMMUNICATIONS        | 169.28   |
| Total: 03 PUBLIC WORKS           |                       | 7,895.64 |

Department: 04 BUILDING

|                        |                         |         |
|------------------------|-------------------------|---------|
| CARDUNAL OFFICE SUPPLY | OFFICE SUPPLIES         | (26.61) |
| MARCO TECHNOLOGIES LLC | CONTRACTUAL SERVICES    | 124.25  |
| SAFEBUILT, LLC         | BUILDING PERMIT EXPENSE | 170.00  |
| VERIZON WIRELESS       | COMMUNICATIONS          | 42.32   |

|                                   |                               |            |
|-----------------------------------|-------------------------------|------------|
| Total: 04 BUILDING                |                               | 309.96     |
| Department: 06 PARKS              |                               |            |
| B&K POWER EQUIPMENT INC           | MAINTENANCE EQUIPMENT         | 144.49     |
| COON CREEK                        | CAPITAL EQUIPMENT             | 164.40     |
| PEERLESS                          | COMMUNICATIONS                | 236.50     |
| Total: 06 PARKS                   |                               | 545.39     |
| Department: 08 GARBAGE HAULING    |                               |            |
| CONSTELLATION NEWENERGY, INC      | GARBAGE HAULING EXPENSE       | 67,308.37  |
| Total: 08 GARBAGE HAULING         |                               | 67,308.37  |
| Department: 10 WATER SYSTEMS      |                               |            |
| CONSTELLATION NEWENERGY, INC      | UTILITIES                     | 3,568.71   |
| GASVODA & ASSOCIATES              | CAPITAL EQUIPMENT             | 595.00     |
| HAMPTON, LENZINI & RENWICK, INC   | CAPITAL EQUIPMENT             | 1,676.67   |
| MARCO TECHNOLOGIES LLC            | CONTRACTUAL SERVICES          | 31.90      |
| PACE ANALYTICAL SERVICES          | LABORATORY TESTING            | 233.51     |
| PEERLESS                          | COMMUNICATIONS                | 298.57     |
| USA BLUEBOOK                      | MAINTENANCE PARTS & MATERIALS | 280.47     |
| VERIZON WIRELESS                  | COMMUNICATIONS                | 126.96     |
| Total: 10 WATER SYSTEMS           |                               | 6,811.79   |
| Department: 20 WASTEWATER SYSTEMS |                               |            |
| CONSTELLATION NEWENERGY, INC      | UTILITIES                     | 5,282.13   |
| FERGUSON WATERWORKS               | MAINTENANCE PARTS & MATERIALS | 423.66     |
| HAMPTON, LENZINI & RENWICK, INC   | CAPITAL EQUIPMENT             | 1,676.66   |
| MARCO TECHNOLOGIES LLC            | CONTRACTUAL SERVICES          | 31.90      |
| PEERLESS                          | COMMUNICATIONS                | 226.03     |
| SUBURBAN LABORATORIES             | LABORATORY TESTING            | 1,635.75   |
| TROJAN UV                         | CAPITAL EQUIPMENT             | 71,715.00  |
| VERIZON WIRELESS                  | COMMUNICATIONS                | 126.96     |
| Total: 20 WASTEWATER SYSTEMS      |                               | 81,118.09  |
|                                   | *** GRAND TOTAL ***           | 192,502.42 |



## *Village of Gilberts*

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**To:** President Zambetti and Board of Trustees  
**From:** Brian Bourdeau, Village Administrator  
Todd Block, Chief of Police  
**Date:** October 18, 2022 Village Board Meeting  
**Re:** Item 5.A: Resolution Authorizing the Purchase of a 2022 Ford Explorer Police Vehicle from Ewald Automotive Group

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**Background:**

The Fiscal Year 2023 Budget, included funds for the purchase of 2 new squad cars utilizing ARPA funding, along with an additional \$24,000 capital allocation toward the ongoing squad car replacement program. This program provides for the purchase of a replacement squad every other fiscal year.

Unfortunately, supply chain issues have made finding a new squad car extremely difficult through the Village's usual purchasing cooperative. The majority of suitable vehicles are still months away from being put into production, and as the Board may recall, last year's squad car took an extended period of time to be received. At this time, the State of Illinois cooperatives are not taking orders for Ford police vehicles. In light of the various difficulties, the Village has continued seeking opportunities to locate suitable police vehicles. The Village has located a dealership in Wisconsin which has available 2022 Ford Explorer police vehicles. Given the varying degrees of instability in vehicle production and supply, the Village would like to advance the planned Fiscal Year 2024 new squad acquisition to the current fiscal year, utilizing the current \$24,000 set aside and the projected ARPA fund balance of approximately \$15,000. Looking ahead to Fiscal Year 2024, the Village would continue budgeting for vehicle replacement; however, the budgeted amount would be the first half set aside followed by purchase in Fiscal Year 2025 versus the planned FY2024 acquisition.

**Recommendation:**

To meet the needs of the police department and to avoid waiting months or longer for squad car inventory to come back into stock, staff recommends approval authorizing the purchase of a 2022 Ford Explorer police vehicle from Ewald Automotive Group in an amount not-to-exceed \$40,000.



EWALD'S HARTFORD FORD LLC  
 2570 E. SUMNER STREET  
 PO BOX 270046  
 HARTFORD, WI 53027

SOLD TO VILLAGE OF GILBERTS  
 ADDRESS 86 RAILROAD ST  
 GILBERTS IL 60136  
 TELEPHONE 847/428-2954

SALESMAN  
**CHRISTINE M GENSCH**  
 KEY NUMBERS

| YEAR | MAKE | MODEL    | NEW OR USED | SERIAL NO.        |
|------|------|----------|-------------|-------------------|
| 2022 | FORD | EXPLORER | F           | 1FM5K8AB3NGB76372 |

NEW CAR COVERED BY MANUFACTURERS WARRANTY UNTIL \_\_\_\_\_ OR 12,000 MILES.  
 USED CAR - NO GUARANTEE, SOLD AS IS.  
 USED CAR COVERED BY MANUFACTURERS WARRANTY UNTIL \_\_\_\_\_ OR 12,000 MILES.

|  |  |
|--|--|
|  |  |
|--|--|

CASH DEAL

PO#: PER QUOTE

| TRADE IN | YEAR | MAKE | MODEL | SERIAL NO. |
|----------|------|------|-------|------------|
|          |      |      |       |            |

| DATE                         | DEAL NO.                | STOCK NO. | KEY      |                    |     |
|------------------------------|-------------------------|-----------|----------|--------------------|-----|
| 10/25/2022                   | 42717                   | HFE25810  | I        |                    |     |
| SOURCE 100 120 200           |                         |           |          |                    |     |
| DESCRIPTION                  | COST                    | KEY       | ADDT NO. | SALE               | KEY |
| SFPAP                        |                         | C         |          | 39418.00           | +   |
|                              |                         | C         |          |                    | -   |
| ADMIN. FEES                  |                         | C         |          | N/A                | -   |
|                              |                         | C         |          |                    | -   |
|                              |                         | C         |          |                    | -   |
|                              |                         | C         |          |                    | -   |
| INVENTORY                    |                         | C         |          |                    | +   |
| ADVERTISING                  |                         | C         |          |                    | -   |
| C/S                          |                         | C         |          |                    | +   |
|                              |                         | C         |          |                    | -   |
|                              |                         | C         |          |                    | -   |
|                              |                         | C         |          |                    | -   |
|                              |                         | C         |          |                    | -   |
|                              |                         | C         |          |                    | -   |
|                              |                         | C         |          |                    | -   |
|                              |                         | C         |          |                    | -   |
| SERVICE CONTRACT             |                         | C         |          | N/A                | -   |
| FLEET SALES                  |                         | C         |          |                    | -   |
| NEW CAR SALES                |                         | C         |          |                    | -   |
| NEW LEASE                    |                         | C         |          |                    | -   |
| USED CAR RETAIL              |                         | C         |          |                    | -   |
| USED CAR WHOLESALE           |                         | C         |          |                    | -   |
| CUSTOMER NUMBER 298035       |                         |           |          |                    | -   |
| STATE SALES TAX              |                         |           |          | N/A                | -   |
| COUNTY SALES TAX             |                         |           |          | N/A                | -   |
| STADIUM SALES TAX            |                         |           |          | N/A                | -   |
| TITLE & REGISTRATION FEES    |                         |           |          | N/A                | -   |
| <b>TOTAL CASH PRICE</b>      |                         |           |          | <b>39418.00</b>    |     |
| FINANCING                    |                         |           |          | N/A                |     |
| INSURANCE                    |                         |           |          | N/A                |     |
| SETTLEMENT                   | DEPOSIT                 |           |          | N/A                | +   |
|                              | CASH ON DELIVERY        |           |          | N/A                | +   |
|                              | REBATES                 |           |          | N/A                | +   |
|                              | USED CAR ALLOWANCE      |           |          | N/A                |     |
|                              | PAYMENTS MONTHS DOLLARS |           |          | N/A                |     |
|                              |                         |           |          | 39418.00 PER MONTH |     |
| <b>TOTAL</b>                 |                         |           |          | <b>39418.00</b>    |     |
| LIEN PAY-OFF                 |                         |           |          | N/A                | -   |
| FINANCE CONTRACT IN TRANSIT  |                         |           |          |                    | +   |
| TRADE-IN ADJUSTMENT          |                         |           |          |                    | -   |
| POLICY                       |                         |           |          |                    | -   |
| DUE FROM FIN. INSTITUTION    |                         |           |          |                    | +   |
| INS. ACCOUNTS PAYABLE        |                         |           |          |                    | -   |
| NEW FIN. & INSURANCE INCOME  |                         |           |          |                    | -   |
| USED FIN. & INSURANCE INCOME |                         |           |          |                    | -   |
| VALUE OF TRADE               | STOCK NO.               |           |          |                    | +   |
|                              |                         |           |          |                    | +   |

**VILLAGE OF GILBERTS**

**RESOLUTION 46-2022**

**A RESOLUTION APPROVING THE PURCHASE OF A 2022 FORD EXPLORER PURSUIT FROM EWALD AUTOMOTIVE GROUP IN AN AMOUNT NOT TO EXCEED \$40,000**

**WHEREAS**, the Village of Gilberts (“Village”) operates a Municipal Police Department; and

**WHEREAS**, the Village included the purchase of a replacement police squad car as part of the Fiscal Year 2023 Budget; and

**WHEREAS**, the Village has sought multiple quotes from surrounding dealerships and joint purchasing cooperatives; however, inventory has not been available; and

**WHEREAS**, the Village has located a dealership with inventory of a police pursuit vehicle that meets the Village’s specifications.

**THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF GILBERTS, ILLINOIS**, as follows:

**Section 1. Recitals.** The recitals set forth above are hereby incorporated into and made a part of this Resolution as though set forth in this Section 1.

**Section 2. Approval; Authorization.** The Village Board of Trustees hereby authorizes the Village Administrator to execute the necessary documents to facilitate the purchase of a 2022 Ford Explorer pursuit for the Gilberts Police Department from Ewald Automotive Group in an amount not to exceed \$40,000.

**Section 3. Waiver of Competitive Bidding.** To the extent any competitive bidding requirements apply to the purchase of the 2022 Ford Explorer pursuit such competitive bidding requirements are hereby waived pursuant to Section 8-9-1 of the Illinois Municipal Code (65 ILCS 5/8-9-1).

**Section 4. Effective Date.** This Resolution shall be in full force and effect after its approval in the manner provided by law.

**PASSED BY VOTE OF THE BOARD OF TRUSTEES** of the Village of Gilberts, Kane County, Illinois, this \_\_\_\_ day of \_\_\_\_\_ 2022.

|                            | <u>Ayes</u> | <u>Nays</u> | <u>Absent</u> | <u>Abstain</u> |
|----------------------------|-------------|-------------|---------------|----------------|
| Trustee Dan Corbett        | _____       | _____       | _____         | _____          |
| Trustee David LeClercq Sr. | _____       | _____       | _____         | _____          |
| Trustee Brandon Coats      | _____       | _____       | _____         | _____          |
| Trustee Jeanne Allen       | _____       | _____       | _____         | _____          |
| Trustee Lou Hacker         | _____       | _____       | _____         | _____          |
| Trustee Justin Redfield    | _____       | _____       | _____         | _____          |
| President Guy Zambetti     | _____       | _____       | _____         | _____          |

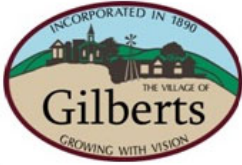
APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022

\_\_\_\_\_  
Guy Zambetti, Village President

(SEAL)

ATTEST: \_\_\_\_\_  
Kelly Mastera, Village Clerk





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**To:** President Zambetti and Board of Trustees  
**Cc:** Brian Bourdeau, Village Administrator  
**From:** Taunya Fischer, Finance Director  
**Date:** October 18, 2022 Board Meeting  
**Re:** Item 5.B: Tree removal and stump grinding

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## **Background**

As the Board may be aware, staff has received numerous complaints of dead parkway trees throughout the Timber Trails and Town Center subdivisions. Staff requested Bartlett Tree Experts to come and analyze all of the parkway trees within these two subdivisions and mark all that need to be removed. Encompassed in both subdivisions 78 trees were deemed 'dead or dying' and should be removed; 55 in Timber Trails and 23 in Town Center.

The cost to remove all of these trees and have the stumps ground down six to eight inches below existing grade is a total of \$39,230.00. After carefully reviewing the budget, Finance has found that there are sufficient funds to cover the cost of this removal, specifically due to the interest earned so far this year. At budget time, it was anticipated that approximately \$2,000 would be received in interest earned, 01-00-3410 is the revenue account number. However, with the rate changes experienced so far, the Village has received just over \$50,000 in interest as of Aug 30, 2022. This gain is sufficient to cover the costs of the dead tree removal and stump grinding as proposed by Bartlett Tree Experts and not affect the overall budget.

## **Recommendation**

Based on the needs of the Village at this time as well as the size and scope of the work involved, staff recommends engaging Bartlett Tree Experts to remove and stump grind the 55 trees listed on the Timber Trails proposal and the 23 trees listed on the Town Center proposal.

Administration and Public Works will come up with a plan for restoration of each of these sites once the trees are removed.



Client: 9403884

Printed on: 9/19/2022

Village of Gilberts  
 Attn: Tanya Fischer  
 Attn: Tanya Fischer  
 87 Galligan Rd  
 Gilberts, IL 60136  
 Business: 847-428-2861 ext 301  
 E-Mail Address: tfischer@villageofgilberts.com

Bartlett Tree Experts  
 Brent Lundstrom - Representative  
 22272 N. Pepper Road  
 Unit D  
 Lake Barrington, IL 60010  
 Business: 1-847-382-3111  
 Fax Number: 1-847-382-8111  
 E-Mail Address: blundstrom@bartlett.com  
 Mobile Phone: (224)223-3496

### Proposal For Tree Care Services

Timber Trails, Gilberts, IL 60136

**NOTICE TO CLIENT:**

Bartlett Tree Experts has entered this property for the specific purpose of writing this proposal, pursuant to the owner's request. Bartlett Tree Experts makes no warranties and accepts no responsibility regarding the potential risks involving any trees on this property. Bartlett Tree Experts recommends having a qualified arborist inspect your property periodically to assist you in identifying potential risks or hazardous conditions related to your trees and shrubs. THIS IS NOT AN INVOICE.

**EXECUTIVE SUMMARY:**

| Group | Recommendation          | Number of Trees | Amount             |
|-------|-------------------------|-----------------|--------------------|
| Fall  | Removal                 | 1               | \$29,400.00        |
|       | Stump Grinding          | 1               | \$5,600.00         |
|       | <b>TOTAL FOR 'Fall'</b> | <b>2</b>        | <b>\$35,000.00</b> |

### Fall: Tree and Shrub Work

---

**Removal**

Remove the painted Various located at the Timber Trails neighborhood. Leave stump as close to grade as possible. Remove resulting debris.

*Amount: \$29,400.00*

**Stump Grinding**

Grind the Various stump located at the Timber Trails neighborhood to approximately 6 to 8 inches below existing grade. Rake all mulch back into resulting hole.

Client: 9403884

Printed on: 9/19/2022

.....  
*Amount: \$5,600.00*

**SCHEDULE OF WORK PROPOSED:**

Once accepted and scheduled, Bartlett Tree Experts will coordinate all job planning and scheduling; equipment requirements, and work crew staffing and direction pertaining to safe, professional execution of the service or services offered.

Upon acceptance of this proposal, this work can be scheduled to take place during the week/weeks of  
.

**SCHEDULE OF PAYMENT:**

Bartlett Tree Experts offers to perform the work specifications at the work location listed above at the following rates:

Owner agrees to pay a total price of:       \$35,000.00      

**NOTICE OF RIGHT TO CANCEL:**

You, the client, may cancel this transaction, without penalty or obligation, at any time prior to midnight of the third business day after the date of the acceptance of this proposal. To cancel your acceptance of this proposal within this time, you may notify Bartlett Tree Experts, in writing of your intent to do so, referencing the work location and project.

**ADDITIONAL TERMS AND CONDITIONS:**

After reviewing the terms and conditions attached, which become part of this agreement, please sign the enclosed copy and return in the enclosed envelope. In the event that the client should issue additional work authorization terms, if agreed upon, such terms will be incorporated into this agreement. In the event that such terms conflict with this agreement, then the terms of this agreement shall govern over any conflicting language. The original document should be retained for your reference. Should you have any questions or need further information, please contact me directly at (224)223-3496.

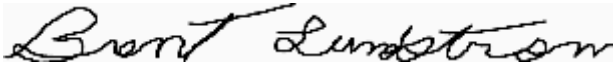
Client: 9403884

Printed on: 9/19/2022

**OFFER:**

Bartlett Tree Experts will perform the above referenced service in a safe, professional manner, in accordance with all laws, rules, regulations, and industry standards governing tree care.

Bartlett Representative Signature:



Date:

9/19/2022

Printed Name:

Brent Lundstrom

**AUTHORIZATION TO PROCEED:**

I hereby authorize Bartlett Tree Experts to perform the above services. Unless otherwise agreed upon in writing by Bartlett Tree Experts, I agree to make total payment of the estimated costs and all authorized additional costs upon completion of the work.

Client's Signature:

\_\_\_\_\_

Date:

\_\_\_\_\_

Printed Name:

\_\_\_\_\_



Client: 9403884

Printed on: 9/19/2022

Village of Gilberts  
 Attn: Tanya Fischer  
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 87 Galligan Rd  
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### Proposal For Tree Care Services

Town Center neighborhood, Gilberts, IL 60136

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**EXECUTIVE SUMMARY:**

| Group  | Recommendation     | Number of Trees | Amount     |
|--------|--------------------|-----------------|------------|
| Spring | Stump Grinding     | 1               | \$1,260.00 |
|        | TOTAL FOR 'Spring' | 1               | \$1,260.00 |
| Fall   | Removal            | 1               | \$2,970.00 |
|        | TOTAL FOR 'Fall'   | 1               | \$2,970.00 |

### Spring: Tree and Shrub Work

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**Stump Grinding**

Grind the various species stump located at the Town Center Neighborhood to approximately 6 to 8 inches below existing grade. Rake all mulch back into resulting hole.

*Amount: \$1,260.00*

**Fall: Tree and Shrub Work**

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**Removal**

<remove option> the <marking indicator> various species located at the Town Center Neighborhood. Remove resulting debris.

*Amount: \$2,970.00*

**SCHEDULE OF WORK PROPOSED:**

Once accepted and scheduled, Bartlett Tree Experts will coordinate all job planning and scheduling; equipment requirements, and work crew staffing and direction pertaining to safe, professional execution of the service or services offered.

Upon acceptance of this proposal, this work can be scheduled to take place during the week/weeks of

**SCHEDULE OF PAYMENT:**

Bartlett Tree Experts offers to perform the work specifications at the work location listed above at the following rates:

Owner agrees to pay a total price of:           \$4,230.00          

**NOTICE OF RIGHT TO CANCEL:**

You, the client, may cancel this transaction, without penalty or obligation, at any time prior to midnight of the third business day after the date of the acceptance of this proposal. To cancel your acceptance of this proposal within this time, you may notify Bartlett Tree Experts, in writing of your intent to do so, referencing the work location and project.

**ADDITIONAL TERMS AND CONDITIONS:**

After reviewing the terms and conditions attached, which become part of this agreement, please sign the enclosed copy and return in the enclosed envelope. In the event that the client should issue additional work authorization terms, if agreed upon, such terms will be incorporated into this agreement. In the event that such terms conflict with this agreement, then the terms of this agreement shall govern over any conflicting language. The original document should be retained for your reference. Should you have any questions or need further information, please contact me directly at (224)223-3496.

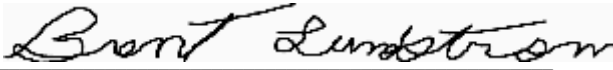
Client: 9403884

Printed on: 9/19/2022

**OFFER:**

Bartlett Tree Experts will perform the above referenced service in a safe, professional manner, in accordance with all laws, rules, regulations, and industry standards governing tree care.

Bartlett Representative Signature:



Date:

9/19/2022

Printed Name:

Brent Lundstrom

**AUTHORIZATION TO PROCEED:**

I hereby authorize Bartlett Tree Experts to perform the above services. Unless otherwise agreed upon in writing by Bartlett Tree Experts, I agree to make total payment of the estimated costs and all authorized additional costs upon completion of the work.

Client's Signature:

\_\_\_\_\_

Date:

\_\_\_\_\_

Printed Name:

\_\_\_\_\_

### Timber Trails

31 Ash trees

1 Hackberry

16 Maple

5 Pear

2 Oak

55 Total trees to be removed

### Town Center

18 Maple

1 Ash

2 Pear

1 Linden

1 Elm

23 Trees to be Removed



**VILLAGE OF GILBERTS**

**RESOLUTION 47-2022**

**A RESOLUTION APPROVING AN AGREEMENT WITH BARTLETT TREE EXPERTS FOR TREE REMOVAL AND STUMP GRINDING IN AN AMOUNT NOT-TO-EXCEED \$40,000**

**WHEREAS**, the Village of Gilberts (“Village”) maintains parkway trees throughout the Village and on Village property; and

**WHEREAS**, the Village has conducted an evaluation of certain parkway trees with a certified arborist; and

**WHEREAS**, the Village received a quote for the removal of those trees determined by the arborist to be dead or dying; and

**WHEREAS**, the Village seeking to remove the trees prior to them becoming a hazard.

**THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF GILBERTS, ILLINOIS**, as follows:

**Section 1. Recitals.** The recitals set forth above are hereby incorporated into and made a part of this Resolution as though set forth in this Section 1.

**Section 2. Approval; Authorization.** The Village Board of Trustees hereby authorizes the Village Administrator to execute the necessary documents to facilitate the agreement with Bartlett Tree Experts for tree removal and stump grinding in an amount not to exceed \$40,000.

**Section 3. Waiver of Competitive Bidding.** To the extent any competitive bidding requirements apply to the agreement with Bartlett Tree Company such competitive bidding requirements are hereby waived pursuant to Section 8-9-1 of the Illinois Municipal Code (65 ILCS 5/8-9-1).

**Section 4. Effective Date.** This Resolution shall be in full force and effect after its approval in the manner provided by law.

**PASSED BY VOTE OF THE BOARD OF TRUSTEES** of the Village of Gilberts, Kane County, Illinois, this \_\_\_\_ day of \_\_\_\_\_ 2022.

Ayes                      Nays                      Absent                      Abstain

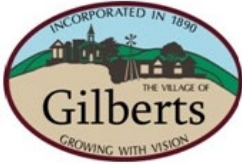
|                            |       |       |       |       |
|----------------------------|-------|-------|-------|-------|
| Trustee Dan Corbett        | _____ | _____ | _____ | _____ |
| Trustee David LeClercq Sr. | _____ | _____ | _____ | _____ |
| Trustee Brandon Coats      | _____ | _____ | _____ | _____ |
| Trustee Jeanne Allen       | _____ | _____ | _____ | _____ |
| Trustee Lou Hacker         | _____ | _____ | _____ | _____ |
| Trustee Justin Redfield    | _____ | _____ | _____ | _____ |
| President Guy Zambetti     | _____ | _____ | _____ | _____ |

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022

\_\_\_\_\_  
Guy Zambetti, Village President

(SEAL)

ATTEST: \_\_\_\_\_  
Kelly Mastera, Village Clerk



## *Village of Gilberts*

Village Hall  
87 Galligan Road, Gilberts, Illinois 60136  
Ph. 847-428-2861 Fax: 847-428-2955  
[www.villageofgilberts.com](http://www.villageofgilberts.com)

**To:** President Zambetti and Board of Trustees  
**From:** Brian Bourdeau, Village Administrator  
**Date:** October 18, 2022 Village Board Meeting  
**Re:** Item 5.C: Approval of a Professional Engineering Services Proposal with Robinson Engineering for Wiley Street / Union Street Reconstruction

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### **Background:**

The State of Illinois issued Rebuild Illinois bonds, the proceeds of which were distributed to Illinois municipalities based on the Motor Fuel Tax allotment formula. In the distribution, the Village of Gilberts received \$453,353.16 and the funds are restricted to the types of projects which they may be applied. The reconstruction of roads is one of the appropriate project types. During formulation of the 2022 Road Program, Wiley Street was identified as one of the roads needing complete reconstruction as opposed to resurfacing and was tentatively scheduled for construction during the 2023 construction season.

The Professional Engineering Services proposal with Robinson Engineering allows for the development of the necessary engineering plans and construction bidding documents. Approval of the proposal is being sought at this time to place the Village in a position to bid the project in early 2023. The engineering services will be funded with proceeds from the Rebuild Illinois bonds.

### **Recommendation:**

It is recommended that the Board approve the professional engineering services proposal with Robinson Engineering in an amount not to exceed \$51,000 for the preparation of project engineering and bid documents for the reconstruction of Wiley / Union Streets.



Jonathon Zabrocki, PE, LEED-AP (BD+C), CFM, CPESC  
President  
Cell: (708) 932-8244  
Email: [jzabrocki@reltd.com](mailto:jzabrocki@reltd.com)

October 3, 2022

Mr. Brian Bourdeau, Village Administrator  
Village of Gilberts  
87 Galligan Road  
Gilberts, IL 60136

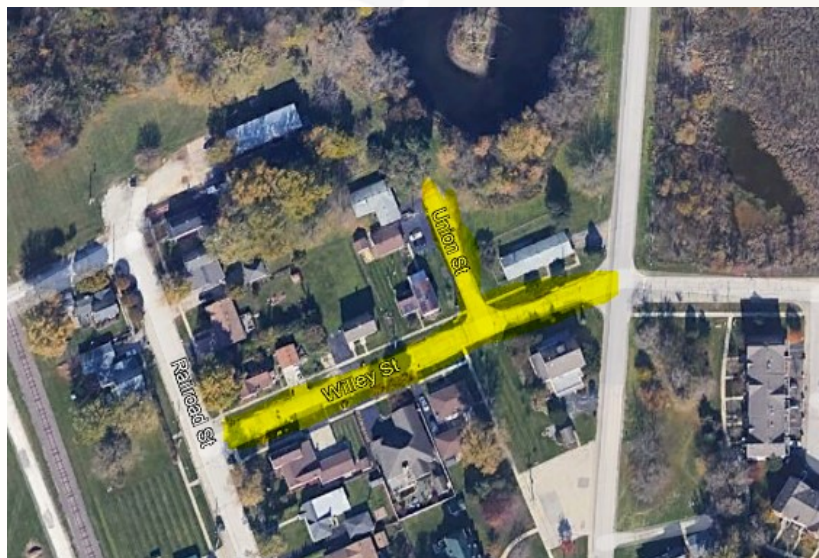
**RE: Proposal for Professional Engineering Services  
Wiley Street / Union Street Reconstruction  
Gilberts, Illinois**

Dear Mr. Bourdeau:

Robinson Engineering, Ltd. (REL) is pleased to present this proposal to perform professional engineering services to prepare construction bidding documents for the reconstruction of Wiley Street & Union Street in the Village of Gilberts (Village). Included in this proposal is an Overview of the Project, discussion of the proposed Scope of Services, Schedule, and Estimated Fee. Our Standard Terms and Conditions are also enclosed and should be considered as an integral part of this proposal.

## 1. PROJECT OVERVIEW

Wiley Street and Union Street are located in the historical part of the Village. They are 2 residential streets that provide access to multiple residences as well as a connection between Railroad Street and Galligan Road. The following exhibit highlights the approximate limits of the reconstruction project:



It is noted that Wiley Street, Union Street, Railroad Street, and Galligan Road at this location are all under local jurisdiction and therefore no outside agency (i.e., Kane County DOT or IDOT) will be involved in the review/approval/permitting process.

## 2. SCOPE OF SERVICES

Per discussions with the Village, REL will prepare construction documents for the project discussed above. REL's scope shall include the following:

- Obtaining three (3) roadway borings (completed by Geocon Professional Services) to assess the existing pavement thickness as well as the stability/thickness/condition of the existing subgrade. It is planned to take two (2) borings on Wiley Street and one (1) along Union Street.
- Obtain and field verify existing right-of-way (ROW) to ensure that public improvements are designed (and ultimately constructed) within Village ROW. If there is insufficient ROW in this area (potentially for storm sewer or sidewalk addition), additional discussion with the Village will be had during the design process to see if obtaining easements outside of the ROW is possible.
- Evaluate (and include if possible) curb and gutter along the edge of both sides (currently there are shallow roadside ditches).
- Prepare a pavement design with pavement cross-section section designed for typical residential traffic patterns
- Assuming curb and gutter are viable, adding sufficient storm sewer to make connections to the existing outfalls in Railroad Street and/or east of Galligan Road assuming there is sufficient capacity to add this section of roadway to either system. The Village will provide any records / design documents for the storm sewer in this area (Railroad Street, Wiley Street, and Galligan Road).
- Evaluate sidewalk in this area and identify any "gaps" in the pedestrian network that Village wants to complete.
- Coordinate with existing franchise utilities in the area as necessary.
- Evaluate curb ramps so that they are reconstructed in a manner that is ADA-compliant
- Prepare Plans, Specifications, and Estimates (PS&E) for bidding purposes.
- Provide bidding services up to and including a recommendation letter to the Village Board.
- It is assumed that the Village will be using Rebuild Illinois Funds (Gilberts total distribution is estimated at \$453,353.16), and as such, REL's design will be tailored to this funding source.
- The following are items that are currently not being considered as part of this proposal based on conversations with the Village (but may be included in future proposals once this project has been bid):
  - Street Lighting – there are 3 decorative light poles on Wiley Street and 1 ComEd light pole on Union. It is our understanding that this project will NOT augment the existing lighting.
  - No special landscape plan requirements including special signage, berming, etc.
  - Construction Services including:
    - Observation
    - Staking / Layout
    - Material Testing during construction
    - Measure construction quantities
    - Contractor and Village Coordination

- Contractor payout request review
- Shop drawing review
- There are no wetlands or floodplains present in the area of this project.
- No additional outside permits are required.

### 3. PROJECT SCHEDULE

The drainage assessment outlined in the scope of services proposed above is estimated to take approximately 16-weeks, following Notice to Proceed. It is anticipated that this project will be bid in late-January to early-March 2023. Please note, this assumes reasonable review turn-around times from the Village and no significant scope changes.

### 4. ENGINEERING FEES

In accordance with our understanding and experience on similar projects, we've estimated the time associated with performing the tasks identified in the Scope of Services. We propose to perform these services for a Lump Sum fee of \$51,000. This fee will not be exceeded without prior authorization.

### 5. STANDARD TERMS AND CONDITIONS

A copy of our firm's Standard Terms and Conditions are attached hereto and incorporated herein into this proposal. We will commence work immediately upon your authorization to proceed.

Please indicate your acceptance of this proposal by signing both copies and returning one to my attention and retaining the other for your records. Feel free to call or email me with any questions regarding this proposal or if any additional information is needed. We again thank you for the opportunity to submit this proposal for your consideration and look forward to working with you on this important project.

Very truly yours,

**ROBINSON ENGINEERING, LTD.**

*Jonathon Zabrocki*

Jonathon Zabrocki, PE, LEED-AP (BD+C), CFM, CPESC  
President

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name, Title