



Village of Gilberts

Village Hall: 87 Galligan Road, Gilberts, Illinois 60136

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

www.villageofgilberts.com

VILLAGE BOARD MEETING AGENDA

Tuesday, May 2, 2023 - 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/81243853636>

Meeting ID: 812 4385 3636

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

Members of the public can also submit written comments via email at info@villageofgilberts.com. Any comments received by 5:00 p.m. on May 2, 2023 will be submitted into the record of the meeting.

ORDER OF BUSINESS (CURRENT BOARD)

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE
2. ROLL CALL / ESTABLISH QUORUM
3. PUBLIC COMMENT*
4. ITEMS FOR APPROVAL

A. A Motion to approve Minutes from the April 18, 2023 Village Board Meeting

5. ITEMS FOR DISCUSSION
6. STAFF REPORTS
7. TRUSTEE REPORTS
8. PRESIDENT'S REPORT
9. ADJOURNMENT SINE DIE

ORDER OF BUSINESS (NEW BOARD)

1. SWEARING IN OF NEWLY ELECTED TRUSTEES
2. CALL TO ORDER
3. ROLL CALL / ESTABLISH QUORUM
4. PUBLIC COMMENT
5. APPOINTMENTS
6. CONSENT AGENDA

A. Reappointment of Randy Mills as Chairman of the Plan Commission and Zoning Board of Appeals for a Term Ending on May 31, 2024

B. A Motion to approve Bills & Payroll dated May 2, 2023

Posted on April 28, 2023 at:

Village of Gilberts, 87 Galligan Road, Gilberts, IL 60136

7. ITEMS FOR APPROVAL

- A. A Resolution Authorizing the Purchase of a Gator Utility Vehicle and Sprayer Attachment from Deere & Company in An Amount Not-To-Exceed \$20,500 (Resolution 12-2023)

8. ITEMS FOR DISCUSSION

- A. Discussion of a Village Board/Public Body Electronic Participation Policy

9. STAFF REPORTS

10. TRUSTEE REPORTS

11. PRESIDENT’S REPORT

12. EXECUTIVE SESSION*

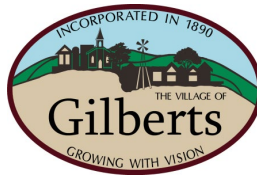
13. ADJOURNMENT

***Executive Session Information**

A portion of the meeting will be closed to the Public, effective immediately as Permitted by 5 ILCS 120/2(c)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village, and as permitted by 5 ILCS 120/2(c)(11) to discuss litigation against, affecting, or on behalf of the Village which has been filed and is pending in a court or administrative tribunal of which is imminent and as permitted by 5 ILCS 120/2(c)(21) to review and approve closed session minutes and as permitted by 5 ILCS 120/2(c) 2 Collective negotiating matters.

***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.



VILLAGE OF GILBERTS
VILLAGE BOARD MEETING MINUTES
TUESDAY, APRIL 18, 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 Corbett, Allen, Hacker, Coats, and Redfield were present, as was President Zambetti. Also present were Administrator Brian Bourdeau, Management Analyst Riley Lynch, Public Works Director Wade Kretsinger, Finance Director Taunya Fischer, Police Chief Todd Block, and Village Attorney Julie Tappendorf. Trustee LeClercq was absent.

3. PUBLIC COMMENT – None.

4. RECOGNITION

A. Recognition of Trustees Lou Hacker, Dan Corbett, and Dave LeClercq Sr.

President Zambetti stated that both Trustee Hacker and Trustee Corbett have served for 12 years. He said Trustee LeClercq put in 2 years this time, but previously had a 4-year term. President Zambetti presented Trustees Hacker and Corbett with a personalized plaque in recognition of their service. Both Trustee Hacker and Corbett thanked everyone.

5. CONSENT AGENDA

- A. A Motion to approve Minutes from the March 21, 2023 Regular Village Board Meeting**
- B. A Motion to ratify Bills & Payroll dated April 4, 2023**
- C. A Motion to approve Bills & Payroll dates April 18, 2023**
- D. A Motion to approve the March 2023 Treasurer's Report**
- E. A Motion to approve Resolution 11-2023, a Resolution for General Maintenance Under the Illinois Highway Code (Motor Fuel Tax)**

President Zambetti asked if any Board wished to remove an item from the Consent Agenda. No removals were requested.

A Motion to Approve Consent Agenda items 4.A-E as presented was made by Trustee Allen and seconded by Trustee Corbett. Roll call votes - Aye: (5) Trustees Coats, Corbett, Allen, Hacker, and Redfield / Nay: 0 /Absent: (1) LeClercq /Abstained: 0

6. PUBLIC HEARINGS; ITEMS FOR APPROVAL –

A. Public Hearing on the Proposed Fiscal Year Ending December 31, 2023 Budget

A Motion to Open the Public Hearing for Item 6.A. was made by Trustee Corbett and seconded by Trustee Allen. Roll call votes - Aye: (5) Trustees Coats, Corbett, Allen, Hacker, and Redfield / Nay: 0 / Absent: (1) LeClercq / Abstained: 0

Administrator Bourdeau gave a brief overview of the budget being presented for final approval. He explained about any differences compared to the last discussion at the March 21, 2023 Village Board meeting. He also explained about the upcoming Ordinance changing the fiscal year which will be a separate vote.

Public Comment – None.

A Motion to Close the Public Hearing for Item 6.A. was made by Trustee Hacker and seconded by Trustee Corbett. Roll call votes - Aye: (5) Trustees Coats, Corbett, Allen, Hacker, and Redfield / Nay: 0 / Absent: (1) LeClercq / Abstained: 0

B. An Ordinance Amending the Village of Gilberts Fiscal Year (Ordinance 02-2023)

A Motion to Approve Item 6.B. was made by Trustee Corbett and seconded by Trustee Allen. Roll call votes - Aye: (5) Trustees Coats, Corbett, Allen, Hacker, and Redfield / Nay: 0 / Absent: (1) LeClercq / Abstained: 0

C. An Ordinance Adopting the Fiscal Year Ending December 31, 2023 Budget (Ordinance 03-2023)

A Motion to Approve Item 6.C. was made by Trustee Corbett and seconded by Trustee Coats. Roll call votes - Aye: (5) Trustees Coats, Corbett, Allen, Hacker, and Redfield / Nay: 0 / Absent: (1) LeClercq / Abstained: 0

D. An Ordinance Amending the Fiscal Year 2023 Budget Ending April 30, 2023 (Ordinance 04-2023)

A Motion to Approve Item 6.D. was made by Trustee Redfield and seconded by Trustee Corbett. Roll call votes - Aye: (5) Trustees Coats, Corbett, Allen, Hacker, and Redfield / Nay: 0 / Absent: (1) LeClercq / Abstained: 0

E. Public Hearing on a Proposed Fourth Amendment to the Annexation and Development Agreement for Gilberts Town Center (Red Barn Animal Hospital)

A Motion to Open the Public Hearing for Item 6.E. was made by Trustee Corbett and seconded by Trustee Hacker. Roll call votes - Aye: (5) Trustees Coats, Corbett, Allen, Hacker, and Redfield / Nay: 0 / Absent: (1) LeClercq / Abstained: 0

Analyst Lynch gave a brief overview of the applicant's submission which involves a proposed fourth amendment to change the restrictions on the height of wall signs.

Public Comment – None.

A Motion to Close the Public Hearing for Item 6.E. was made by Trustee Allen and seconded by Trustee Corbett. Roll call votes - Aye: (5) Trustees Coats, Corbett, Allen, Hacker, and Redfield / Nay: 0 / Absent: (1) LeClercq / Abstained: 0

F. An Ordinance Approving a Fourth Amendment to the Annexation and Development Agreement for Gilberts Town Center (Ordinance 05-2023) (Red Barn Animal Hospital)

A Motion to Approve Item 6.F. was made by Trustee Hacker and seconded by Trustee Allen. Roll call votes - Aye: (5) Trustees Coats, Corbett, Allen, Hacker, and Redfield / Nay: 0 / Absent: (1) LeClercq / Abstained: 0

G. An Ordinance Approving a Variance from the Gilberts Unified Development Ordinance (Red Barn Animal Hospital – Northwest Corner of Route 72 and Center Drive) (Ordinance 06-2023)

Analyst Lynch stated the applicant is seeking two variances from the Village's Unified Development Ordinance, one having to do with the sign's location and one related to the sign's height.

A Motion to Approve Item 6.G. was made by Trustee Corbett and seconded by Trustee Coats. Roll call votes - Aye: (5) Trustees Coats, Corbett, Allen, Hacker, and Redfield / Nay: 0 / Absent: (1) LeClercq / Abstained: 0

H. An Ordinance Approving a Variance from the Gilberts Unified Development Ordinance (Pub 72 – 38 East Higgins Road) (Ordinance 07-2023)

Analyst Lynch stated the applicant is looking to expand their dining area, which triggers a specific number of parking spots based on requirements in the Unified Development Ordinance. He said they are seeking a variance based on the number of parking spots. Trustee Corbett mentioned a previous parking lot expansion he remembered them doing.

A Motion to Approve Item 6.H. was made by Trustee Hacker and seconded by Trustee Corbett. Roll call votes - Aye: (5) Trustees Coats, Corbett, Allen, Hacker, and Redfield / Nay: 0 / Absent: (1) LeClercq / Abstained: 0

I. An Ordinance Approving a Special Use Permit and Variances (Cruisin' Gilberts – 11 Galligan Road) (Ordinance 08-2023)

Analyst Lynch stated the applicant is looking to expand their outdoor patio and dining area, and that the Unified Development Ordinance requires them to have a special use permit. He said they also are looking for three variances having to do with the size of the sign, its background, and it protruding above the roofline. Analyst Lynch confirmed that this has been approved by the Planning Commission.

A Motion to Approve Item 6.I. was made by Trustee Corbett and seconded by Trustee Hacker. Roll call votes - Aye: (5) Trustees Coats, Corbett, Allen, Hacker, and Redfield / Nay: 0 / Absent: (1) LeClercq / Abstained: 0

J. An Ordinance Approving a Purchase and Sale Agreement for the Property Commonly Known as 55 Galligan Road for Public Purposes (Ordinance 09-2023)

President Zambetti stated that the Board members should have already received information in the packet about this. No further discussions were requested.

A Motion to Approve Item 6.J. was made by Trustee Corbett and seconded by Trustee Hacker. Roll call votes - Aye: (5) Trustees Coats, Corbett, Allen, Hacker, and Redfield / Nay: 0 / Absent: (1) LeClercq / Abstained: 0

7. ITEMS FOR DISCUSSION –

A. Conservancy Park 1 Site Plan Review

Analyst Lynch explained that after the task order had been approved by the Board back in February, he had been working with Robinson Engineering and Hitchcock Design Group on specifications that can be used in the future Request for Proposals (RFP) for construction of the park. They came up with three different site plans at various cost estimates. Analyst Lynch stated that options revolve around whether a bike path should be included and whether an additional tennis/pickleball court should be included.

Analyst Lynch outlined the three options. He explained that staff recommended Option A based on the amenities that could be offered based on a cost-effective price. He also stated that this park as well as the other two future parks in the Conservancy will be paid for by impact fees.

The Board discussed the different options and the costs. One Trustee mentioned an improvement he'd like to see near the splash pad at Town Center Park. Administrator Bourdeau further discussed the projections of overall park impact fees. Then President Zambetti took an informal poll of the Board who came to the unofficial consensus that Analyst Lynch, Robinson Engineering, and Hitchcock Design Group should move forward based on Option A.

8. STAFF REPORTS –

Management Analyst Lynch – Said that planning is going very well for Community Days as he’s just received confirmation of two additional presenting sponsors. He also said that the business expo vendors have been set and that things are moving along since it’s less than 45 days away. Trustee Corbett inquired about one band who is scheduled to play who recently had a band member get injured.

Administrator Bourdeau – Explained that in the past residents in the Conservancy have complained about what roads construction traffic drive down. He said there are some very clear signs near the entrances to the neighborhood and even a barricade within the neighborhood to help keep the construction traffic on the proper route.

- He gave an update on other parts of the Conservancy neighborhoods.
- He said at the May 2nd meeting the new Trustees will be sworn in and staff would like to take a group photo of the new board, as well as take any additional needed headshots.
- Stated that Public Works staff will be working on a change in the layout of amenities at Memorial Park, specifically related to the basketball court. He stated they also will be switching out the wood mulch with rubber mulch.
- Thanked both Trustee Corbett and Hacker for the time they’ve worked together.

Staff wished Trustees Corbett and Hacker well.

9. **TRUSTEES’ REPORTS** – The Board members wished Trustees Corbett and Hacker good luck in their futures and thanked them for their service on the Board. Trustees Corbett and Hacker both stated it had been an honor to serve on the Board.

10. **PRESIDENT’S REPORT** – President Zambetti echoed what the other Board members said and also mentioned that at times they have had his difference of opinions but have always found ways to work through them, which he appreciated.

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 Corbett and seconded by Trustee Hacker at 7:45 p.m. Voice vote carried unanimously, Aye: (5) Trustees Coats, Corbett, Allen, Hacker, and Redfield / Nay: 0 / Absent: (1) LeClercq / Abstained: 0

Respectfully submitted,

Kelly Mastera

Kelly Mastera, Village Clerk

Department: 00 GENERAL FUND

ALPHA MEDIA LLC	ADVERTISING / MARKETING	300.00
ANCEL GLINK, P.C.	ESCROWS PAYABLE	3,410.00
COMPASS MINERALS AMERICA	MFT RESOLUTION	4,089.87
DOUBLE D BOOKING	ENTERTAINMENT	12,875.00
FUN FUNKY FAB ARTS & ENTERTAINME	ENTERTAINMENT	195.00
FUN FUNKY FAB ART'S & ENTERTAINM	ENTERTAINMENT	188.00
GERARD AUDIO	ENTERTAINMENT	2,375.00
JK RENTALS, INC	EQUIPMENT & SERVICES	2,269.50
PADDOCK PUBLICATIONS	ESCROWS PAYABLE	85.10
SPECIAL EVENT SERVICES GROUP, IN	ENTERTAINMENT	2,500.00
SUNSHINE FARM II	ENTERTAINMENT	850.00
Total: 00 GENERAL FUND		29,137.47

Department: 01 ADMINISTRATIVE

ANCEL GLINK, P.C.	LEGAL EXPENSE	10,395.00
AT&T U-VERSE	COMMUNICATIONS	68.06
CARDUNAL-DO NOT USE PER IRS LETT	OFFICE SUPPLIES	118.98
CURRENT TECHNOLOGIES, INC.	CONTRACTUAL SERVICES	581.25
HOME SOLUTIONS REAL ESTATE, INC.	REIMBURSED EXPENSES	5,000.00
L.E.D. RITE, LLC	MAINTENANCE BUILDING	238.25
MARCO TECHNOLOGIES LLC	RENTAL-EQUIPMENT	372.23
MARCO TECHNOLOGIES LLC	CONTRACTUAL SERVICES	114.10
MENARDS - CARPENTERSVILLE	OFFICE SUPPLIES	55.00
PADDOCK PUBLICATIONS	LEGAL NOTICES	81.65
RICHARD SPINKER	CONTRACTUAL SERVICES	140.00
TESKA ASSOCIATES INC	VILLAGE PLANNER SERVICES	2,101.50
UNION NATIONAL BANK OF ELGIN	73 INDUSTRIAL PRINCIPAL	2,313.89
UNION NATIONAL BANK OF ELGIN	73 INDUSTRIAL INTEREST	1,196.65
Total: 01 ADMINISTRATIVE		22,776.56

Department: 02 POLICE

ACTION AUTO WORKS INC	MAINTENANCE VEHICLES	307.25
J G UNIFORMS INC	UNIFORMS	195.49
MARCO TECHNOLOGIES LLC	CONTRACTUAL SERVICES	210.56
P.F. PETTIBONE & CO.	PRINTING	28.00
PEERLESS	COMMUNICATIONS	57.20
RICHARD SPINKER	CONTRACTUAL SERVICES	315.00
VERIZON WIRELESS	COMMUNICATIONS	281.08
Total: 02 POLICE		1,394.58

Department: 03 PUBLIC WORKS

CARDUNAL-DO NOT USE PER IRS LETT	SMALL TOOLS AND EQUIPMENT	49.11
COMMONWEALTH EDISON	STREETLIGHTING	77.81
ECONO SIGNS LLC	SIGNS EXPENSE	4,137.88
MENARDS - CARPENTERSVILLE	SMALL TOOLS AND EQUIPMENT	463.50
MENARDS - CARPENTERSVILLE	MAINTENANCE BUILDING	206.77
RICHARD SPINKER	CONTRACTUAL SERVICES	140.00
TRAFFIC CONTROL & PROTECTION	SIGNS EXPENSE	2,969.00
TRI-COUNTY PREFERRED GARAGE	MAINTENANCE BUILDING	7,624.92
VULCAN MATERIALS COMPANY	MAINTENANCE STREETS	814.03
Total: 03 PUBLIC WORKS		16,483.02

Department: 04 BUILDING

SAFEBUILT, LLC	BUILDING PERMIT EXPENSE	30,179.72
Total: 04 BUILDING		30,179.72

Department: 06 PARKS

AEP ENERGY	UTILITIES	(0.40)
COMMONWEALTH EDISON	UTILITIES	30.00
MENARDS - CARPENTERSVILLE	MAINTENANCE SUPPLIES	117.87
MENARDS - CARPENTERSVILLE	MAINTENANCE EQUIPMENT	37.33
PEERLESS	COMMUNICATIONS	214.48
RUSSO POWER EQUIPMENT	MAINTENANCE GROUNDS	695.94
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Total: 06 PARKS		1,095.22

Department: 10 WATER SYSTEMS

BATTERIES PLUS	MAINTENANCE VEHICLES	90.43
FERGUSON WATERWORKS	MAINTENANCE PARTS & MATERIALS	883.27
MACCARB, INC.	MAINTENANCE PARTS & MATERIALS	59.58
MARCO TECHNOLOGIES LLC	CONTRACTUAL SERVICES	210.56
MCMASTER-CARR SUPPLY COMPANY	MAINTENANCE PARTS & MATERIALS	205.94
MENARDS - CARPENTERSVILLE	SMALL TOOLS AND EQUIPMENT	22.99
MENARDS - CARPENTERSVILLE	MAINTENANCE PARTS & MATERIALS	170.67
MIDWEST SALT	BRINE HAULING EXPENSES	6,451.90
PACE ANALYTICAL SERVICES	LABORATORY TESTING	1,185.20
PEERLESS	COMMUNICATIONS	241.91
POLLARD WATER	WATER METERS	810.69
THIRD MILLENNIUM ASSOCIATES	PRINTING	50.36
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Total: 10 WATER SYSTEMS		10,383.50

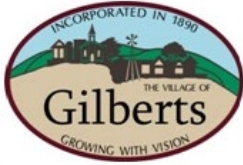
Department: 20 WASTEWATER SYSTEMS

BATTERIES PLUS	MAINTENANCE VEHICLES	90.43
BENCHMARK SALES & SERVICE	COLLECTION SYS. PUMP MAINT.	750.00
COMMONWEALTH EDISON	UTILITIES	2,446.71
MENARDS - CARPENTERSVILLE	MAINT SUPPLIES-JANITORIAL	26.88
PEERLESS	COMMUNICATIONS	241.89
STANDARD EQUIPMENT COMPANY	COLLECTION SYS. PUMP MAINT.	5,311.00
THIRD MILLENNIUM ASSOCIATES	PRINTING	50.36
USA BLUEBOOK	LAB SUPPLIES & EQUIPMENT	(174.65)
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Total: 20 WASTEWATER SYSTEMS		8,742.62

Department: 90 GENERAL P/W PROJECTS EXPENSES

ECONO SIGNS LLC	SIGNS EXPENSE	4,938.81
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Total: 90 GENERAL P/W PROJECTS EXPENSES		4,938.81

*** GRAND TOTAL *** 125,131.50



Village of Gilberts

Village Hall
87 Galligan Road, Gilberts, Illinois 60136
Ph. 847-428-2861 Fax: 847-428-2955
www.villageofgilberts.com

To: President Zambetti & Board of Trustees
From: Brian Bourdeau, Village Administrator
Wade Kretsinger, Public Works Director
Date: May 2, 2023 Board Meeting
Re: Item 7.A: A Resolution Authorizing the Purchase of a Gator Utility Vehicle and Sprayer Attachment from Deere & Company in An Amount Not-To-Exceed \$20,500

Background:

Included in the FYE 12/31/2023 Budget as part of the Capital Improvement Plan in an amount up to \$20,500 is an offroad vehicle and sprayer attachment. The Village does not currently have an offroad vehicle to assist in Community Days or general parks and grounds maintenance.

Summary:

The purchase of a John Deere Gator will help assist with PW operations at Community Days and in general parks and grounds maintenance. It will help staff at Community Days set up for the event and collect trash. We will also purchase a spray tank that sits in the bed of the Gator. The spray tank will be used to spray fertilizer and weed control at our parks. This will help thicken up the grass at our parks and eliminate the weeds that are taking over the grounds. The Gator will assist in other odds and end jobs in the Village as well.

Pricing was received through participation in the Illinois Association of County Board Members (IACBM) joint purchasing cooperative contract #22-04-00777.

Conclusion:

We recommend that the Village Board of Trustees authorize the purchase of a new John Deere Gator and Sprayer Attachment from AHW in a Not to Exceed Amount of \$20,251 from account 01-06-5480.

VILLAGE OF GILBERTS

RESOLUTION 12-2023

A RESOLUTION AUTHORIZING THE PURCHASE OF A GATOR UTILITY VEHICLE AND SPRAYER ATTACHMENT FROM DEERE & COMPANY IN AN AMOUNT NOT-TO-EXCEED \$20,500

WHEREAS, the Village of Gilberts (“Village”) has a Public Works Department, which maintains Village streets, parks, and other Village infrastructure,

WHEREAS, activities of Public Works include weed control, fertilizer application, and assistance at Gilberts Community Days; and

WHEREAS, the Village has budgeted funds as part of a Capital Improvement Plan for the purchase of a Grounds Utility Vehicle and sprayer attachment; and

WHEREAS, the Village participated in the Illinois Association of County Board Members and Commissioners Ground Care Equipment bid (Contract #22-04-00777) for the purchase of a Gator Utility Vehicle and sprayer attachment, with the best quote being provided by Deere & Company (DBA: John Deere).

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 any necessary documents with Deere & Company for the purchase of a Gator Utility Vehicle and sprayer attachment under IACBM Contract #22-04-00777 in an amount not-to-exceed \$20,500.

Section 3. **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 2nd day of May, 2023.

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Robert Vanni	_____	_____	_____	_____
Trustee Frank Marino	_____	_____	_____	_____
Trustee Brandon Coats	_____	_____	_____	_____
Trustee Jeanne Allen	_____	_____	_____	_____
Trustee Robert Chapman	_____	_____	_____	_____
Trustee Justin Redfield	_____	_____	_____	_____
President Guy Zambetti	_____	_____	_____	_____

APPROVED THIS 2ND DAY OF MAY, 2023.

Guy Zambetti, Village President

(SEAL)

ATTEST: _____
Kelly Mastera, Village Clerk

PURCHASER'S NAME - First Signer (First, Middle Initial, Last) VILLAGE OF GILBERTS			DATE OF ORDER Apr 14, 2023	COMPANY UNIT 06	DEALER ACCOUNT NO. 065955
(SECOND LINE OF OWNER NAME) WADE KRETSINGER			DEALER ORDER NO.		
STREET OR RR 87 GALLIGAN RD			SOC.SEC.	IRS NO.	EIN.NO.
TOWN GILBERTS	STATE IL	ZIP CODE 60136	TRANSACTION TYPE Cash Sale		PURCHASER SALES TAX EXEMPT
COUNTY Kane	PURCHASER ACCT. GILBERC12128	PHONE NO. 847-428-2861	SELLER'S NAME & ADDRESS Deere & Company 2000 John Deere Run Cary, NC 27513 847-683-4440		
REWARDS #			I (We), the undersigned, hereby order from Dealer the Equipment described below, to be delivered as shown below. This order is subject to Dealer's ability to obtain such Equipment from the manufacturer and Dealer shall be under no liability if delivery of the Equipment is delayed or prevented due to labor disturbances, transportation difficulties, or for any reason beyond Dealer's control. The price shown below is subject to Dealer's receipt of the Equipment prior to any change in price by the manufacturer. It is also subject to any new or increased taxes imposed upon the sale of the Equipment after the date of this order.		
E-MAIL ADDRESS WKRETSINGER@VILLAGEOFGILBERTS.COM					
Use County KANE		Use State/Province IL			

QTY	NEW	DEMO	RENTAL	USED	Equipment & Value Added Service (Give Model, Size & Description)	Hours of Use	PRODUCT IDENTIFICATION NUMBER	DELIVERED CASH PRICE (Or Total Lease Payments)
1	x				JOHN DEERE GATOR™ XUV835M (Model Year 2023) Stock # 439151		1M0835MALPM062505	\$ 16,984 14
1	x				BUC11319 Floor Mats (2)			\$ 83 74
1	x				BUC11305 Roof (Black)			\$ 534 64
1	x				BUC10772 Cargo Power Box Lift			\$ 965 29
1	x				LP48006 90 Gallon High Performance Single Tank Sprayer			\$ 1,461 99
1	x				BM26268 Front Attachment Harness (dash port)			\$ 141 72
1					LP22911 43 Inch Spray Boom			\$ 80 00
1					- DECLINED :Customer Delivery Charge - Commercial & Utility : Customer Delivery Charge for Commercial & Utility Turf Equipment		2021974057	
I (We) offer to sell, transfer, and convey the following item(s) at or prior to the time of delivery of the above Equipment, as a "trade-in" to be applied against the cash price. Such item(s) shall be free and clear of all security agreements, liens, and encumbrances at the time of transfer to you. The following is a description and the price to be allowed for each item.							TOTAL CASH PRICE	\$ 20,251 52
QTY					DESCRIPTION OF TRADE-IN	Hours of Use	PRODUCT IDENTIFICATION NUMBER	AMOUNT
							TOTAL TRADE-IN ALLOWANCE	\$ 0 00
PURCHASER TYPE					MARKET USE			
							1. TOTAL CASH-PRICE	\$ 20,251 52
							2. TOTAL TRADE-IN ALLOWANCE	\$ 0 00
							3. TOTAL TRADE-IN PAY-OFF	\$ 0 00
							4. BALANCE	\$ 20,251 52
							8. EST. SERVICE AGREEMENT TAXES	\$ 0 00
							6. SUB-TOTAL	\$ 20,251 52
							7. CASH WITH ORDER	\$ 0 00
							8. RENTAL APPLIED	\$ 0 00
							9. CASH DISCOUNT	\$ 0 00
							10. BALANCE DUE	\$ 20,251 52

IMPORTANT WARRANTY NOTICE:The John Deere warranty applicable to new John Deere Equipment is printed and included with this document. There is no warranty on used equipment. The new equipment warranty is part of this contract. Please read it carefully. **YOUR RIGHTS AND REMEDIES PERTAINING TO THIS PURCHASE ARE LIMITED AS SET FORTH IN THE WARRANTY AND THIS CONTRACT. IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS ARE NOT MADE AND ARE EXCLUDED UNLESS SPECIFICALLY PROVIDED IN THE JOHN DEERE WARRANTY.**

Telematics: Orders of telematic devices include only the hardware. Where available, telematics software, including JDLink™ connectivity service, may be enabled from your local John Deere Operations Center or JDLink website. Please see your authorized John Deere dealer for assistance.

DISCLOSURE OF REGULATION APPLICABILITY: When operated in California, any off-road diesel vehicle may be subject to the California Air Resources Board. In-Use Off-Road Diesel Vehicle Regulation. It therefore could be subject to retrofit or accelerated turnover requirements to reduce emissions of air pollutants.

ACKNOWLEDGEMENTS- I (We) promise to pay the Balance Due (line10) shown above in cash, or to execute a Time Sale Agreement (Retail Installment Contract), or a Loan Agreement, for the purchase price of the Equipment, plus additional charges shown thereon or execute a Lease Agreement, on or before delivery of the Equipment ordered herein. Despite physical delivery of the Equipment, title shall remain in the seller until one of the foregoing is accomplished.

USE OF INFORMATION/PRIVACY NOTICE I understand that Deere & Company and its affiliates ("John Deere") and Dealer collect information, including my personal information and machine data to provide warranty, customer service, product and customer support, marketing and promotional information about Dealer, John Deere and their equipment, products and services and to support other business processes and purposes. See the John Deere Privacy Statement (<https://www.deere.com/en/privacy-and-data/privacy-statements/>) for additional information on the types of personal information and machine data John Deere collects, how it is collected, used and disclosed. See Dealer directly for information about its privacy policy.



Purchase Order for
John Deere Equipment (U.S. Only)

PO# 09557756
PO Revision# Original

Quote ID: 28599464

Purchaser Name: VILLAGE OF GILBERTS

Purchaser's Signature _____	Accepted By _____		
Purchaser's Signature _____	Date Accepted _____	Salesperson	KINGREN, TIM R

Delivery Acknowledgement			
Delivered On:	<input type="text"/>	_____	
Warranty Begins:	<input type="text"/>	Signature	Date

Show Details



**WARRANTY FOR NEW JOHN DEERE AGRICULTURAL EQUIPMENT AND
LIMITED WARRANTY FOR NEW TURF & UTILITY EQUIPMENT (US & CANADA ONLY)**

A. GENERAL PROVISIONS – With respect to purchasers in the United States, "John Deere" means Deere & Company, 1 John Deere Place, Moline, IL 61265, and with respect to purchasers in Canada, "John Deere" means John Deere Canada ULC, 295 Hunter Road, P. O. Box 1000, Grimsby, Ontario L3M 4H5. The warranties described below are provided by John Deere to the original purchasers of new Agricultural, Turf and Utility Equipment ("Equipment") purchased from John Deere or authorized John Deere dealers (the "Selling Dealer"). These warranties apply only to Equipment intended for sale in Canada and the US. Under these warranties, John Deere will repair or replace, at its option, any part covered under these warranties which is found to be defective in material or workmanship during the applicable warranty term. Warranty service must be performed by a dealer or service center located in Canada or the US, and authorized by John Deere to sell and/or service the type of Equipment involved (the "Authorized Dealer"). The Authorized Dealer will use only new or remanufactured parts or components furnished or approved by John Deere. Warranty service will be performed without charge to the purchaser for parts and/or labor. However, the purchaser will be responsible for any service call and/or transportation of Equipment to and from the Authorized Dealer's place of business (except where prohibited by law), for any premium charged for overtime labor requested by the purchaser and for any service and/or maintenance not directly related to any defect covered under these warranties. These warranties are transferable, provided an authorized John Deere dealer is notified of the ownership change, and John Deere approves the warranty transfer.

B. WHAT IS WARRANTED – Subject to paragraph C, all parts of any new Equipment are warranted for the number of months or operating hours specified below. Each warranty term begins on the date of delivery of the Equipment to the original purchaser, (except for certain agricultural tillage, planting, cultivating, harvesting, and application Equipment which may have a delayed warranty start date, but only if established by John Deere and noted by Selling Dealer on the Purchase Order). **Included In 5E Series Tractor and Compact Utility Tractor Powertrain Warranty - Engine:** cylinder block, cylinder head, valve covers, oil pan, emissions control components, timing gear covers, flywheel housing, and all parts contained therein. **Powertrain:** transmission, transmission case, differential and axle housings, clutch housings, MFWD front axle assembly, and all parts contained therein (does not include external drivelines, dry clutch parts, or steering cylinders). **SWEEPS, SHOVELS, PLOWSHARES, AND DISK BLADES:** A replacement part will be furnished without charge if breakage occurs and the amount of wear is less than the wear limits established by John Deere.

AGRICULTURAL EQUIPMENT	WARRANTY TERM
Tractors	24 Months or 2000 Hours, Whichever Comes First
Tractors used in Heavy Duty Land Leveling applications exceeding 150 hours per year (except 9R Series Tractors factory equipped with required option codes and tire specifications for Heavy Duty Land Leveling, as specified in the Operators Manual). Contact Selling Dealer for additional information.	90 Days
Scraper Special Tractors	24 Months or 2000 Hours, Whichever Comes First
5E Series Tractors	24 Months or 2000 Hours, Whichever Comes First
a) Powertrain on 5E Series Tractors (components as per B above)	a) 60 Months or 2000 Hours, Whichever Comes First
Scrapers	6 Months for MY14 and earlier 12 Months for D Series and MY15 and later
Frontier™ Equipment	12 months
Sugar Cane Harvesters and Loaders	12 months or 1500 hours, Whichever Comes First
All other Equipment (includes Ag Management Solutions (AMS) products)	12 Months
Premium Round Balers 469, 569, 460R, 560R	24 Months or 12,000 bales, Whichever Comes First; First 12 Months, No Bale Limitation
Large Square Balers	12 Months, No Bale Limitation
a) Powertrain on Large Square Balers	a) 24 Months or 20,000 bales, Whichever Comes First
Hagie Manufacturing Company LLC Sprayers and Detasslers	24 Months or 1000 Hours, Whichever Comes First
Engines in Self-Propelled Equipment except Tractors*	24 Months or 2000 Hours, Whichever Comes First
*Engine Items Covered in months 13 through 24 – Engine block, cylinder head, rocker arm cover, timing gear cover, crankcase pan and all parts enclosed within these units. Also included are the fuel injection pump, turbocharger, water pump, torsion damper, manifolds, and engine oil cooler. All other engine related items are not covered in months 13 through 24.	
TURF & UTILITY EQUIPMENT	WARRANTY TERM
1) Z335E, Z345M, Z345R, Z355E, Z355R, Z365R, Z375R Series ZTrak™ Mowers, Z525E ZTrak™ Mowers, and 100 Series Tractors**	24 Months or 120 Hours, Whichever Comes First
2) 200 Series Tractors, Z315E, Z325E, Z320M, Z320R, Z330M, Z330R, and Z370R Series ZTrak™ Mowers**	36 Months or 200 Hours, Whichever Comes First
3) X300 Series Tractors, Z515E, and Z500M Series ZTrak™ Mowers**	48 Months or 300 Hours, Whichever Comes First
4) X500 Series Tractors, Z700E, and Z500R Series ZTrak™ Mowers**	48 Months or 500 Hours, Whichever Comes First
5) X700 Series Tractors**	48 Months or 700 Hours, Whichever Comes First
6) Z700M Series ZTrak™ Mowers**	48 Months or 750 Hours, Whichever Comes First
7) Z700R Series ZTrak™ Mowers**	48 Months or 1000 Hours, Whichever Comes First
8) JS Series Residential Walk-Behind Mowers	24 Months in Private Residential – Personal Use or 90 Days in Any Other Application
9) Wide Area Mowers, Front Mower Traction Units and Mower Decks, QuikTrak™ Mowers, and M Series Commercial Walk Behind Mowers	24 Months
10) Z900B, Z900E, Z900M Series ZTrak™ Mowers, and R Series Commercial Walk Behind Mowers	36 Months or 1200 Hours, Whichever Comes First; First 24 Months, No Hour Limitation
11) Z997R, Z900A Series, and Z900R Series ZTrak™ Mowers	36 Months or 1500 Hours, Whichever Comes First; First 24 Months, No Hour Limitation
12) Compact Utility Tractors	24 Months or 2000 Hours, Whichever Comes First
a) Powertrain on Compact Utility Tractors (components as per B above)	a) 72 Months or 2000 Hours, Whichever Comes First
b) Compact Utility Tractor Loaders D120, 120E, 120R, 220R, 300E, 300R, 320R, 400E, 440R	b) 24 Months
13) GATOR™ Utility Vehicles	12 Months or 1000 Hours, Whichever Comes First
14) Except as provided above, all other Implements/Attachments sold separately or purchased on the same Purchase Order as Equipment listed in 9 through 13	12 Months
15) All other Turf & Utility Equipment	24 Months in Private Residential - Personal Use or 12 Months in Any Other Application

**Implements/Attachments purchased on the same Purchase Order as the Equipment listed will be covered by the Equipment's warranty terms. Implements/Attachments purchased separately will be covered by the warranty term on line 14.

C. (I) ITEMS COVERED SEPARATELY – (1) Tires - contact manufacturer for warranty terms and conditions, (2) Rubber track belts, elastomeric coated wheels (drive wheels, idlers, mid-rollers) and batteries - contact Selling Dealer for warranty terms and conditions (note: terms of warranties on these parts may be less than Equipment warranty), (3) When applicable, a separate emissions warranty statement will be provided by Selling Dealer.

(II) WHAT IS NOT WARRANTED – Pursuant to the terms of these warranties, JOHN DEERE IS NOT RESPONSIBLE FOR THE FOLLOWING: (1) Used Equipment; (2) Any Equipment that has been altered or modified in ways not approved by John Deere, including, but not limited to, setting injection pump fuel delivery above John Deere specifications, modifying combine grain tanks, and modifying self-propelled sprayers with unapproved wheels, tracks, tanks or booms; (3) Depreciation or damage caused by normal wear, lack of reasonable and proper

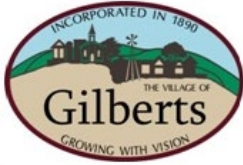
maintenance, failure to follow operating instructions/recommendations; misuse, lack of proper protection during storage, vandalism, the elements or collision or accident; (4) Normal maintenance parts and/or service, including but not limited to, oil, filters, coolants and conditioners, cutting parts, belts, brake and clutch linings; (5) Any Utility Vehicle used for racing or other competitive purpose; (6) Chains on Premium Balers.

D. SECURING WARRANTY SERVICE – To secure warranty service the purchaser must, (1) Report the Equipment defect to an Authorized Dealer and request warranty service within the applicable warranty term; (2) Present evidence of the warranty start date with valid proof of purchase; and (3) Make the Equipment available to an Authorized Dealer within a reasonable time.

E. NO IMPLIED WARRANTY, REPRESENTATION OR CONDITION – To the extent permitted by law, neither John Deere nor any company affiliated with it makes any warranties, representations, conditions or promises express or implied as to the quality, performance or freedom from defect of the Equipment covered by these warranties other than those set forth above, AND NO STATUTORY OR IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY OR FITNESS ARE MADE. TO THE EXTENT LEGALLY REQUIRED, ANY IMPLIED WARRANTIES OR CONDITIONS SHALL BE LIMITED IN DURATION TO THE APPLICABLE PERIOD OF WARRANTY SET FORTH ON THIS PAGE. THE PURCHASER'S ONLY REMEDIES IN CONNECTION WITH THE BREACH OR PERFORMANCE OF ANY WARRANTY ON JOHN DEERE EQUIPMENT ARE THOSE SET FORTH ON THIS PAGE. IN NO EVENT WILL THE DEALER, JOHN DEERE OR ANY COMPANY AFFILIATED WITH JOHN DEERE BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES. (Note: Some jurisdictions do not allow limitations on how long an implied warranty lasts or the exclusion or limitation of incidental or consequential damages so the above limitations and exclusions may not apply to you.) In the event the above warranty fails to correct purchaser's performance problems caused by defects in workmanship and/or materials, purchaser's exclusive remedy shall be limited to payment by John Deere of actual damages in an amount not to exceed the amount paid for the Equipment. This warranty gives you specific legal rights, and you may also have other rights which vary from jurisdiction to jurisdiction.

F. NO DEALER WARRANTY THE DEALER HAS NO AUTHORITY TO MAKE ANY WARRANTY, REPRESENTATION, CONDITION OR PROMISE ON BEHALF OF JOHN DEERE, OR TO MODIFY THE TERMS OR LIMITATIONS OF THIS WARRANTY IN ANY WAY.

G. If further information is desired, contact Selling Dealer or John Deere at 1-866-993-3373 (Agricultural) or 1-800-537-8233 (Turf & Utility Equipment).



Village of Gilberts

Village Hall
87 Galligan Road, Gilberts, Illinois 60136
Ph. 847-428-2861 Fax: 847-428-2955
www.villageofgilberts.com

To: President Zambetti & Board of Trustees
From: Brian Bourdeau, Village Administrator
Date: May 2, 2023 Board Meeting
Re: Item 8.A: Discussion of an Electronic Attendance Participation Policy

During the COVID-19 pandemic, the State of Illinois authorized special remote meeting procedures due to the public health emergency through several Executive Orders. Effective May 11, 2023, the authorization to hold remote meetings under the Executive Orders will expire. Upon expiration of the Executive Orders, in-person attendance will be required under current Village Board policy. However, the Village Board may elect to establish a policy allowing for the electronic attendance and participation by Trustees at Board Meetings subject to the policies set forth in the Open Meetings Act, including that there is a physical quorum of the Board present at the meeting.

The Illinois Open Meetings Act authorizes members of a public body to attend a meeting by electronic means, so long as the public body has adopted a written policy that complies with the requirements of the Open Meetings Act. Attached for discussion is a draft Electronic Attendance at Meeting Policy. This Policy is intended to adopt certain rules and procedures for electronic meeting attendance by members of boards, commissions, and committees of the Village consistent with the Open Meetings Act

In order to participate electronically at a meeting, the Open Meetings Act requires an official of the public body to meet one or more of the following:

- 1) Personal illness or disability;
- 2) Employment purposes or the business of the public body; or
- 3) A family or other emergency.

Additionally, a physical quorum of the Public Body must be physically present at the meeting, so the Open Meetings Act limits the number of members who can participate electronically.

In considering an Electronic Participation Policy, the Village Board may not modify the above qualifications. However, there are several policy decisions the Village Board should consider and should the Board wish to adopt a policy, staff would seek direction on:

- A) Limitation on the Number of Meetings: The Village Board may consider placing a limit on the number of meetings a member of the Public Body may attend via electronic means during a calendar year.

Requested Feedback: Does the Board wish to place a limit on the number of meetings and if so, the number?

- B) Closed/Executive Session: The Village Board may elect to allow or prohibit participation via electronic means in a closed/executive session.

Requested Feedback: Does the Board wish to allow participation in an Executive Session via electronic means?

A copy of the draft Electronic Attendance at Meetings Policy is attached for review and discussion on May 2, 2023. Should the Village Board wish to proceed forward with formal consideration of the policy, Village staff would request feedback on the above policy questions in order to finalize the policy prior to placing it on an Agenda for adoption.

VILLAGE OF GILBERTS

ORDINANCE NO. XX - 2023

**AN ORDINANCE ADOPTING
AN ELECTRONIC PARTICIPATION IN MEETINGS POLICY**

WHEREAS, effective January 1, 2007, Public Act 94-1058 amended various provisions of the Act to clarify the definition of "meeting" to include meetings by electronic means and to authorize the adoption of rules for electronic meeting attendance by members of public bodies; and

WHEREAS, to permit attendance by means other than physical presence, the Village of Gilberts must adopt a policy that conforms to the requirements and restrictions of the Open Meetings Act, 5 ILCS 120/7; and

WHEREAS, the corporate authorities of the Village of Gilberts desire to permit attendance of members of the public body by means other than physical presence in compliance with the Open Meetings Act; and

THEREFORE, BE IT ORDAINED 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 Ordinance as though set forth in this Section 1.

Section 2. **Adoption of Program.** The "Electronic Attendance at Meetings Policy," attached to this Ordinance as **Exhibit A** is hereby approved and adopted.

Section 3. **Effective Date.** This Ordinance shall be in full force and effect from and after its approval in the manner provided by law.

PASSED BY THE BOARD OF TRUSTEES this ____ day of _____, 2023 by roll call vote as follows:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>	<u>Abstain</u>
Trustee Frank Marino	_____	_____	_____	_____
Trustee Brandon Coats	_____	_____	_____	_____
Trustee Justin Redfield	_____	_____	_____	_____
Trustee Jeanne Allen	_____	_____	_____	_____
Trustee Robert Chapman	_____	_____	_____	_____
Trustee Robert Vanni	_____	_____	_____	_____
President Guy Zambetti	_____	_____	_____	_____

APPROVED THIS ____ DAY OF _____, 2023.

Guy Zambetti, Village President

(SEAL)

ATTEST:

Kelly Mastera, Village Clerk

VILLAGE OF GILBERTS

ELECTRONIC ATTENDANCE AT MEETINGS POLICY

I. Background and Purpose.

The Illinois Open Meetings Act, 5 ILCS 120/1 *et seq.* ("**Act**"), requires that the actions of public bodies be taken openly and that their deliberations be conducted openly, except for certain limited circumstances that permit closed meetings. Pursuant to Public Act 94-1058, the Illinois General Assembly amended various provisions of the Act, which amendments become effective on January 1, 2007. These amendments include certain clarifications to the definition of "meeting" to include meetings by electronic means and the adoption of rules for electronic meeting attendance by members of public bodies. This Policy is intended to adopt certain rules and procedures for electronic meeting attendance by members of boards, commissions, and committees of the Village consistent with Public Act 94-1058.

II. Definitions.

"**Electronic Attendance**" shall mean the attendance at a meeting of a Public Body by a member of that Public Body who is not physically present at the meeting but attends by either video or audio conference.

"**Public Body**" shall mean the Village Board of Trustees and all other subsidiary boards, commissions, and committees of the Village that are subject to the Act.

III. Member Qualifications for Electronic Attendance.

A. Reasons. A member of a Public Body is qualified to attend a meeting of that Public Body electronically only if the member is physically prevented from attending the meeting by:

- (1) personal illness or disability;
- (2) employment purposes or the business of the public body;
- (3) a family or other emergency;

or such other reason authorized by the Act, as it may be amended from time to time.

B. Limitation on Number of Meetings. A member of a Public Body may attend no more than **XX** meetings of the Public Body electronically in any one calendar year.

C. Closed Session. A member of a Public Body shall **XXX** be permitted to participate electronically in any closed session.

IV. Procedures for Authorizing Electronic Attendance.

The following procedures are required before a member of a Public Body is authorized to attend electronically a meeting of that Public Body:

- A. Notice to the Clerk. The member must notify the Village Clerk in writing at least four hours prior to the meeting in which the member desires to attend electronically, unless advance notice is impractical. The notice shall be substantially in the form attached to this Policy as Exhibit 1 and shall identify the reason the member cannot be physically present at the meeting in accordance with Section III of this Policy. If the member is unable to give the required written notice prior to the meeting, the member shall notify the Clerk by other means prior to the meeting and shall submit the required written notice as soon as practicable following the meeting.
- B. Determination of Authorization of Electronic Attendance. Upon receipt of notice in accordance with Subsection IV.A, the Clerk shall promptly forward the notice to the head of the Public Body. After establishing that a quorum of the Public Body is physically present at the meeting at which a member has requested to attend electronically, the presiding officer shall state that (i) a notice was received by a member of the Public Body in accordance with this Policy, and (ii) call for a motion on whether the member will be authorized to attend the meeting electronically, which vote must be approved by a majority of the members of the Public Body physically present at the meeting. If no such motion is made and seconded or if any such motion fails to achieve the required vote by the members of the Public Body physically present at the meeting, then the request by the member to attend the meeting electronically shall be deemed denied by the Public Body and the head of the Public Body shall declare the requesting member present. After such declaration by the presiding officer, the question of a member's electronic attendance may not be reconsidered.

V. Special Rules for Meetings Involving Electronic Attendance.

A meeting of a Public Body at which any member has been authorized to attend electronically in accordance to Section IV of this Policy must be conducted in accordance with the following special rules, in addition to any other applicable rules and procedures of the Public Body:

- A. Roll Call and Quorum. A quorum of the Public Body must be physically present at the meeting. Following the call of the roll, and at the conclusion of the procedures set forth in Section IV.B of this Policy, the presiding officer shall identify each member who is attending the meeting electronically.
- B. Identification and Recognition of Electronic Attendees. Any member attending electronically must identify himself or herself each time the member wishes to speak and must be recognized by the presiding officer prior to addressing matters before the Public Body.

- C. Public Access to Meeting. The speech of a member attending electronically shall be amplified in such a manner that it shall be generally audible to members of the Public Body and the public who are physically present at the meeting. In addition, the votes of any member of the Public Body attending electronically shall be generally audible at the location where such meeting is being held and expressly acknowledged by the presiding officer.
- D. Minutes. The minutes of each meeting of a Public Body shall identify which of the members of the Public Body were physically present and, if applicable, which members of the Public Body attended electronically. The minutes shall also reflect the reason for a member's attendance electronically (as described in Section III of this Policy), the fact that there was no valid objection to such attendance pursuant to this Policy, and the electronic means by which the member attended the meeting.

VI. Effect of Electronic Attendance.

A member attending a meeting of a Public Body electronically shall be considered present at the meeting and entitled to vote on any matter before the Public Body as if the member were physically present at the meeting, provided that the member's attendance at the meeting electronically complies with the terms of this Policy.

VII. Emergency and Disaster Situations.

In the event of a bona fide disaster, as defined in the Illinois Emergency Management Agency Act, 20 ILCS 3305/1 *et seq.* ("*IEMAA*"), this Policy shall not apply to restrict the conduct of public business by a Public Body, provided such public business is conducted in accordance with Subsection 10(j) of the IEMAA and any local ordinance, rule, regulation, or policy relating to emergency situations, or in accordance with any other authorizing statutory statute, such as the special remote meeting procedures authorized during a public health disaster.-

Appendix A

Form of Notice

I, _____, am a member of the Village _____, a Public Body. In accordance with Subsection IV.A of the Village's "Electronic Attendance at Meetings Policy," I am submitting this notice evidencing my desire to electronically attend the _____, 200__, meeting of the Public Body. I am physically prevented from attending that meeting due to one or more of the following circumstances:

- Personal illness or disability
- Employment purposes or the business of the public body
- A family or other emergency

or such other reason as authorized by the Act, as it may be amended from time to time.

Date: _____

Signature: _____

