



**MINUTES FOR VILLAGE OF GILBERTS  
BOARD OF TRUSTEES MEETING  
Village Hall: 87 Galligan Road, Gilberts, IL 60136  
Meeting Minutes  
Tuesday, August 7, 2018**

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

President Zirk 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 Courtney Nicholas called the roll. Roll call: Members present: Trustees Kojzarek, Corbett, Allen, Farrell, Hacker, and President Zirk. Others present: Village Administrator Brian Bourdeau, Village Attorney Julie Tappendorf, Finance Director Taunya Fischer, and Senior Project Manager from Robinson Engineering Al Stefan. Trustee Zambetti arrived at 7:02 p.m.

**3. PUBLIC COMMENT**

There were no public comments.

**4. CONSENT AGENDA**

- A. A Motion to approve Minutes from the July 17, 2018 Village Board Meeting.
- B. A Motion to approve Bills & Payroll dated August 7, 2018.
- C. A Motion to approve Resolution 16-2018, a Resolution Authorizing Signatories on the Village's Credit Card Account.

President Zirk asked if any of the Board Members wished to remove any item listed on the Consent Agenda for separate consideration. The Board Members offered no comments.

**A Motion was made by Trustee Allen and seconded by Trustee Corbett to Approve the Consent Agenda Items A-C as presented.** Roll call vote: Trustees Corbett, Allen, Farrell, Hacker, Kojzarek voted Aye. 0-nays, 0-abstained. Motion carried.

**5. ITEMS FOR APPROVAL**

- A. Ordinance 14-2018 amending Ordinance 03-2018 to provide for certain amendments and supplements to the Village of Gilberts special service area number twenty-five Kane County special tax report – Village Attorney Tappendorf provided an overview of the proposed ordinance. Attorney Tappendorf stated that since the adoption of the Bond Ordinance, one of the home builder commitments that the Developer had obtained was terminated and the two million dollar line of credit was not obtained, necessitating a restructuring of the Bonds. The revised structure contemplates the issuance of two Series of Bonds, a Series 2018A Bond

issue to finance the construction of the Additional Special Services (the water treatment plant and Freeman Road) which will be sold to sophisticated investors in a limited public offering and a Series 2018B Bond issue which will be structured as a draw-down bond, in which multiple advances will be made over time to refund the Series 2014 Bonds as building permits are requested. The Series 2018B Bonds will be sold to the Developer in a private placement pursuant to a separate private placement agreement. To provide additional security and in order to successfully market the Series 2018A Bonds, the Underwriters required a mortgage on certain of the property within SSA 25 that will secure only the Series 2018A Bonds and will be released as parcels are sold, and will be released in full when all of the Series 2014 Bonds have been retired. Attorney Tappendorf advised that the bond underwriter, Peter Rafael, was present at the meeting to answer any questions that the Board may have. Underwriter Rafael advised the Board that the bonds are now in the market, that they are looking to price the bonds by the end of next week, and that due to the new tax law, they will have to wait another fifteen days before pricing the second set of bonds. He also stated that they should be able to close on August 31<sup>st</sup>. Trustee Hacker asked Underwriter Rafael if he is confident that the bonds will sell to which Underwriter Rafael replied that with the “bells and whistles” that they’ve added along with the reduced price, he is confident that the bonds will sell. Trustee Hacker then asked Developer Troy Mertz, who was also present at the meeting, what he thought was the likelihood that the well in the Conservancy could be drilled by the end of the month. Developer Mertz advised that he did not think that that would not be possible by the end of August and that he needs to wait until the bonds close to execute a contract with the contractors to do that work. President Zirk referenced page two of the Amended and Restated Special Tax Report and stated that “age restricted” should actually say “age targeted”. Attorney Tappendorf stated that this was a scrivener’s error and can be corrected yet will not affect the ordinance.

**A Motion was made by Trustee Hacker and seconded by Trustee Farrell to approve Ordinance 14-2018, an Ordinance Amending Ordinance 03-2018 to Provide for Certain Amendments and Supplements to the Village of Gilberts Special Service Area Number Twenty-Five Kane County Special Tax Report.** Roll call vote: Trustees Kojzarek, Corbett Allen, Zambetti, Farrell, Hacker voted Aye. 0-nays, 0-abstained. Motion carried.

- B. Ordinance 15-2018 amending and restating certain provisions of Ordinance 07-2018 providing for issuance of Village of Gilberts, Kane County, Illinois special service area number twenty-five special tax bonds. – Village Attorney Tappendorf advised that she spoke about this ordinance in conjunction with the previous conversation.

**A Motion was made by Trustee Kojzarek and seconded by Trustee Zambetti to approve Ordinance 15-2018, an Ordinance Amending and Restating Certain Provisions of Ordinance 07-2018 Providing for Issuance of Village of Gilberts, Kane County, Illinois Special Service Area Number Twenty-Five Special Tax Bonds** Roll call vote: Trustees Corbett, Allen, Zambetti, Farrell, Hacker, Kojzarek voted Aye. 0-nays, 0-abstained. Motion carried.

- C. Approve Ordinance 16-2018, an ordinance amending Ordinance 06-2018 adopting the fiscal year 2019 annual budget – Village Administrator Bourdeau provided an overview of the proposed ordinance. Administrator Bourdeau stated that, with the consideration of the Schroeder Asphalt Services, Inc. contract, the Village now has a complete picture of the

overall project cost and needs to recognize the funding and expense in the FY2019 Budget. He stated that it is Staff's recommendation to the board to approve a revised ordinance to recognize the 1.6 million dollars in the general fund with the balance coming from the TIF fund to fund the current year's program. This ordinance is slightly different than the ordinance that was presented prior which proposed drawing down a portion of MFT funds. President Zirk stated that by approving this ordinance, it will keep the project moving in order to be completed this fiscal year. Senior Project Manager from Robinson Engineering Al Stefan stated that using MFT funds for the road program would require us to go through a lengthier process that would cost more money.

**A Motion was made by Trustee Allen and seconded by Trustee Hacker to approve Ordinance 16-2018, an Ordinance Amending Ordinance 06-2018 Adopting Fiscal Year 2019 Annual Budget.** Roll call vote: Trustees Allen, Zambetti, Farrell, Hacker, Kojzarek, Corbett voted Aye. 0-nays, 0-abstained. Motion carried.

- D. Approve Resolution 17-2018, a resolution waiving competitive bidding and awarding the 2018 Road Rehabilitation Program to Schroeder Asphalt Services, Inc. – Trustee Farrell asked who would be present to inspect the work done by Schroeder Asphalt Services, Inc. Project Manager Stefan advised that his staff would be there to do the inspection and testing of materials.

**A Motion was made by Trustee Zambetti and seconded by Trustee Kojzarek to Approve Resolution 17-2018, a Resolution Waiving Competitive Bidding and Awarding the 2018 Road Rehabilitation Program to Schroeder Asphalt Services, Inc.** Roll call vote: Trustees Zambetti, Farrell, Hacker, Kojzarek, Corbett, Allen voted Aye. 0-nays, 0-abstained. Motion carried.

- E. Approve Resolution 18-2018, a resolution authorizing the IDOT contractor to conduct night construction for the Route 72 Resurfacing Project – Administrator Bourdeau advised the Board that IDOT's contractor, Lorig, has made a request of 4 municipalities affected by the Route 72 Resurfacing Project (East Dundee, West Dundee, Sleepy Hollow and Gilberts) to conduct night work operations to minimize the impact on traffic on Route 72, and to expedite the completion of the project. At this time, their request and the project is being broken down into 4 phases. For Gilberts' purposes, the project consists of 1 area, the western phase, which is anticipated to begin August 6 and conclude on or about August 31. The request is for approximately 5 days of work within each municipality for night work. Depending on their progress, night work could be as short as 2 days. The night work would take place between the hours of 6:00 p.m. to 6:00 a.m. It is recommended that the Village Board authorize night work to occur for this project in order to minimize traffic disruption and assist in improving traffic flow through Gilberts during the reconstruction. Trustee Farrell asked if Staff could provide the Gilberts residents with a schedule of when the night work would be done and post this to the Village website and Facebook. Administrator Bourdeau said that he would look into having this done.

**A Motion was made by Trustee Zambetti and seconded by Trustee Hacker to Approve Resolution 18-2018, a Resolution Authorizing the IDOT Contractor to Conduct Night Construction for the Route 72 Resurfacing Project.** Roll call vote: Trustees Farrell, Hacker, Kojzarek, Corbett, Allen, Zambetti voted Aye. 0-nays, 0-abstained. Motion carried.

## **6. ITEMS FOR DISCUSSION**

There were no items to discuss at this time.

## **7. OTHER BUSINESS**

There were no items to discuss at this time.

## **8. STAFF REPORTS**

- A. Village Administrator Bourdeau advised the Board that the roof at public works facility on 84 Tower Hill Road has been completed. Administrator Bourdeau advised that the public works department has been keeping an eye on the parks for mosquitoes and wasps. Kane County notified Staff that several samples of mosquitoes in the area have tested positive for West Nile Virus. Staff has posted to the Village website and Facebook this information and a list of ways residents can protect themselves from mosquito bites. Administrator Bourdeau stated that he and Public Works Coordinator John Swedberg are reviewing quotes to have the Village entry signs replaced. Administrator Bourdeau also stated that Staff is currently compiling the results from the smoke-free survey and will bring them to the next Village Board Meeting. Trustee Hacker asked Administrator Bourdeau to find out how long it took for the recently replaced well project to be completed because he felt like it took longer than what was anticipated. Trustee Hacker would like Staff to look into, for similar projects in the future, a way to have a specific time commitment from the contractors.
- B. Village Clerk Nicholas advised the Board that she is currently working on completing the Fall 2018 Newsletter as well as working with Event Planner Bryan Cory to plan the annual Fall Bonfire. She asked if the Board has any suggestions for either project, to let her know. Trustee Farrell advised that, since one of the employees at YMCA who the Village has worked with in the past with assisting with events has left, that Staff will need to find out who at the YMCA will be our new designated contact.

## **9. TRUSTEE REPORTS**

The trustees had nothing to report at this time.

## **10. PRESIDENT'S REPORTS**

President Zirk stated that he appreciated the work that Robinson did to get the well done and the work Attorney Tappendorf and Staff has done to get the bond work done. President Zirk also stated he would Staff to follow up on the status of the roadwork being done at the intersection on Route 72. Administrator Bourdeau said that he will follow up with Public Works Coordinator Swedberg and IDOT to get a status.

## **11. EXECUTIVE SESSION\***

An executive session did not take place.

## 12. ADJOURNMENT

There being no further public business to discuss, **a Motion was made by Trustee Corbett and seconded by Trustee Hacker to adjourn from the public meeting at 7:48 p.m.** Voice vote carried unanimously.

Respectfully submitted,

*Courtney Nicholas*

Courtney Nicholas  
Village Clerk