



**MINUTES FOR VILLAGE OF GILBERTS
BOARD OF TRUSTEES SPECIAL MEETING
Village Hall: 87 Galligan Road, Gilberts, IL 60136
Meeting Minutes
Tuesday, December 11, 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, Zambetti, Farrell, Hacker, and President Zirk. Others present: Village Administrator Brian Bourdeau, Finance Director Taunya Fischer, and Event Planner Bryan Cory.

3. PUBLIC COMMENT

There were no public comments at this time.

4. CONSENT AGENDA

A. A Motion to Approve Minutes from the December 4, 2018 Village Board Meeting

A Motion was made by Trustee Zambetti and seconded by Trustee Farrell to Approve Consent Agenda Items 4A as presented. Roll call vote: Trustees Corbett, Allen, Zambetti, Farrell, Hacker, Kojzarek voted Aye. 0-nays, 0-abstained. Motion carried.

5. ITEMS FOR APPROVAL

A. A Resolution Approving an Agreement with Fantasy Amusement Co., Inc. to Provide Amusements for the 2019 Gilberts Community Days Festival – Administrator Bourdeau advised the Board that, since the Board's last meeting when this item was tabled, changes have been made to the proposed agreement. Fantasy Amusement Co., Inc. has agreed to handle the selling of carnival tickets at the 2019 Gilberts Community Days Festival during the time of the carnival. There will be no additional expense for this and the compensation will stay the same.

Motion by Trustee Farrell and seconded by Trustee Kojzarek to Approve Resolution 27-2018, a Resolution Approving an Agreement with Fantasy Amusement Co., Inc. to Provide Amusements for the 2019 Gilberts Community Days Festival. Roll call vote: Trustees Allen, Zambetti, Farrell, Hacker, Kojzarek, Corbett voted Aye. 0-nays, 0-abstained. Motion carried.

6. ITEMS FOR DISCUSSION

- A. Fiscal Year 2019 Budget Mid-Year Update – Finance Director Fischer provided the Board with a presentation of the Fiscal Year 2019 Budget Mid-Year Update. Finance Director Fischer advised the Board of the percentages used from the following categories within the presentation: Expenditures Budget vs. YTD Actual; General Fund, Property Tax & LGDF Revenue Received; Revenue From All Other Funds; General Fund Expenses YTD; General Fund Expenses Breakout; Water Fund Revenues vs. Expenses; Water & Wastewater Expenses YTD; Payroll Budget vs. Actual YTD. Finance Director Fischer also provided the Board with a detailed spreadsheet of all line items and all funds that gives the description of the item, the budget amount, YTD balance, available balance and percent of budget used. (The presentation and detailed spreadsheet can be found in the December 11, 2018 Special Village Board Meeting Packet).

Trustee Hacker asked Finance Director Fischer if she believes that we have any leftover funds available. Finance Director Fischer advised that, at this point in time, the Village is at the 50% mark within the budget so she would be hesitant to say that there would be any more than a little extra funds leftover. Trustee Hacker asked for the opinion of the Board on providing an additional monetary award to full-time and part-time employees. Several of the Board members concurred with the idea. President Zirk's direction to Staff was to see if there would be room in the budget for this suggestion and to check with Village Attorney Tappendorf if it would conflict with the police contract.

Trustee Farrell asked for Staff to look into what capital projects that have been budgeted for have been completed and are still outstanding. Administrator Bourdeau stated that he will find out and follow up with the Board.

- B. Review of Proposed Calendar Year 2019 General Liability and Property Insurance Renewal – Administrator Bourdeau gave an overview of the proposed insurance renewal. The Village has received the annual risk management proposal from Arthur J. Gallagher & Co. for calendar year 2019 insurance. For calendar year 2019, Gallagher surveyed the market and the Village's current insurance carriers offered the lowest rates. The increase in auto insurance premiums is due to several auto accidents that occurred. However, the consistent or slightly decreased rates on other lines of coverage are in part a reflection of a minimal claims history. In addition to the total renewal premium, Gallagher offers optional Terrorism Risk Insurance Act (TRIA) Coverage which would cover losses arising out of "acts of terrorism." Lines of coverage to which TRIA coverage may be added are Property Liability, Umbrella, and Cyber Liability. Addition of TRIA coverage in the 2019 renewal would bring the total program cost to \$106,222 or a 1.92% increase. Administrator Bourdeau asked for direction from the Board on how to proceed with the proposed insurance renewal. After some discussion, the Board concurred to leave the TRIA coverage to be included with our insurance renewal.

C. Review of Proposed 2018 Property Tax Levy and Abatement Ordinances – Administrator Bourdeau advised the Board that this item will be discussed in greater detail and the next Village Board Meeting during a public hearing. Finance Director Fischer presented the Board with a spreadsheet illustrating the calculation of the proposed 2018 tax levy. (The spreadsheet can be found in the December 11, 2018 Special Village Board Meeting Packet). Finance Director Fischer also advised the Board that the reason for needing a public hearing is because the only time we can capture uncapped revenue from new growth is the first year.

7. STAFF REPORTS

Administrator Bourdeau

- Intrasoccer has reached out to Staff and advised that they have elected to resolve their storm water issue on-site so they are no longer looking to connect into the Village's storm drain system.
- The new patching that was done at the Timber Trails entrance has held up well after the past two snow falls of the year.
- The 2019 Village Calendars arrived to Village residents over the weekend. Village Hall also has calendars available for those who did not receive one.
- The holiday light recycling program is happening until February 1st. The light drop-off box is located in the Village Hall parking lot next to the Utility Bill Drop Box.
- The Village applied for a DCEO grant for capital projects that the Village would like to use towards the Village Hall roof.
- Trustee Hacker asked Administrator Bourdeau for an update on the well. Administrator Bourdeau stated that, as of today, the equipment is being assembled now that they have the proper bit and he anticipating drilling to commence within the next couple of days.

8. TRUSTEES REPORTS

Trustee Kojzarek

- Asked Staff if they could put a congratulatory message on the Village's message boards for the Grizzlies Cheerleaders who recently won a state championship. Clerk Nicholas advised that Staff is currently in the process of doing this and Public Works Director Swedberg has been advised.

Trustee Farrell

- Asked Staff to make sure that there is always a message on our message boards and that they should never be blank.

9. PRESIDENTS' REPORT

President Zirk had nothing to report at this time.

10. EXECUTIVE SESSION*

An executive session did not take place.

11. ADJOURNMENT

There being no further public business to discuss, **a Motion was made by Trustee Allen and seconded by Trustee Corbett to adjourn from the public meeting at 7:51 p.m.** Voice vote carried unanimously.

Respectfully submitted,

Courtney Nicholas

Courtney Nicholas
Village Clerk