

Village of Gilberts  
87 Galligan Road  
Gilberts, IL. 60136  
Village Board  
Meeting Minutes  
November 7, 2017

*Approved  
minutes*

**Call to Order**

Village Clerk Meadows called the meeting to order at 7:00 p.m.

**Roll Call/Establish Quorum**

Clerk Meadows called the roll. Roll call: Members present: Trustees Kojzarek, Corbett, Allen, Zambetti, Farrell and Hacker. 1-absent: President Zirk. Others present: Administrator Sakas, Assistant Administrator Beith and Finance Director Erickson. For members of the audience please see the attached copy of the sign in sheet.

**President Pro Tem/Pledge of Allegiance**

In the acknowledgment of President Zirk's absence a Motion was made by Trustee Corbett and seconded Trustee Farrell to recommend appointing Trustee Zambetti to serve as President Pro Tem.

Roll call: Vote: 6-ayes: Trustees: Kojzarek, Corbett, Allen, Farrell, Hacker and Zambetti. 0-nays, 0-abstained. Motion carried.

**Proclamation**

**A Proclamation in support of Illinois Bicentennial Celebrations**

Clerk Meadows proceeded to read the Proclamation endorsing the efforts of the Illinois Bicentennial Commission in promoting, planning and executing historic, educational, celebratory and cultural initiatives and further resolves to recognize and celebrate the bicentennial of the State of Illinois.

**Consent Agenda**

- A. A Motion to approve Minutes from the October 17, 2017 Village Board Meeting
- B. A Motion to ratify Bills and Payroll dated October 31, 2017 as follows: TIF funds \$284,412.30, General Fund \$30,751.14, Water System \$17,702.06, and Performance Bonds \$7,352.25
- C. A Motion to approve Bills and Payroll dated November 7, 2017 as follows: General Fund \$316,841.22, Water System \$1,768.74, Performance Bonds \$10,514.00, November Health Insurance \$26,067.94

Pro Tem Zambetti asked if any of the Board Members had any questions on the motion. The Board Members offered no comments. A Motion was made by Trustee Corbett and seconded by Trustee Farrell to approve the consent agenda items A-C as presented. Roll call: Vote: 6-ayes: Trustees Corbett, Allen, Farrell, Hacker, Kojzarek and Zambetti. 0-nays, 0-abstained. Motion carried.

## **Items for Approval**

### **A Motion to approve Ordinance 20-2017, an Ordinance amending Chapter 2 Title 3 of the Village Code to Create a New Liquor License**

Administrator Sakas reported that he recycled an email from Attorney Tappendorf with respect to amending the code to allow for a new class of liquor license. Attorney Tappendorf had contacted the Illinois Gaming Board's general counsel, to inquire as to whether the state would grant a state gaming license if the local liquor license only allowed the service of wine and if the license restricted the number of drinks. The State's Gaming Board general counsel reported that the restriction of serving only wine would not be problematic. However, restricting the number of drinks could jeopardize a licensed establishment's ability to be granted a state gaming license.

Administrator Sakas stated with that information being duly noted the ordinance under consideration does not include any drink limits, and allows for consumption of beer and wine on premise and the purchase of packaged liquor for consumption off site. In addition, the proposed ordinance requires BASSET.

Administrator Sakas continued to discuss the proposed ordinance. He noted that the proposed addition of the class "G" license does not state the number to be issued and only suggests the annual fee be \$1,500.00 as these amendments are Board polices.

The Board Members concurred that at this time there are only two gas stations requesting an amendment to the liquor code. In addition the Board Members agreed with the Staff's recommendation that the annual fee of \$1,500.00 was fair.

There being no further discussion on the motion, **a Motion was made by Trustee Hacker and seconded by Trustee Allen to approve Ordinance 20-2017, an Ordinance amending Chapter 2 of Title 3 of the Village Code to Create a New Liquor License Class G which would allow for two additional licenses with an annual fee of \$1,500.00.** Roll call: Vote: 6-ayes: Trustees Allen, Farrell, Hacker, Kojzarek, Corbett and Hacker. 0-nays, 0-abstained. Motion carried.

### **A Motion to approve Resolution 35-2017, a Resolution authorizing an agreement between the Village of Gilberts and Municap Inc. for administrative services with respect to SSA 25**

Administrator Sakas reported that on September 19, 2017 the Village Board executed an engagement letter with D.A. Davison & Co. to serve as the underwriter per the Securities and Exchange Commission regulations. Davidson is represented by Mr. Peter Raphael who previously worked for William Blair & Company. Mr. Raphael has served as the underwriter for the Village's past SSA bonds.

Administrator Sakas continue on to report that the SSA 25 bonds will retire SSA 24 bonds, and the SSA expenses as always will be paid by SSA #25 proceeds not Village funds.

There being no further discussion on the motion, a Motion was made by Trustee Kojzarek and seconded by Trustee Farrell to approve Resolution 35-2017, a Resolution authorizing an agreement between the Village of Gilberts and Municap Inc. for administrative services with respect to SSA 25.

Roll call: Vote: 6-ayes: Trustees Farrell, Hacker, Kojzarek, Corbett, Allen and Zambetti. 0-nays, 0-abstained. Motion carried.

**A Motion to approve a contract between the Village of Gilberts and Suez for High Service pump maintenance not-to-exceed \$14,000.00.**

Administrator Sakas provided the Board Members with an overview of the water treatment plant's high-service pump maintenance proposal. He reported that these pumps move treated water from the plant into the water mains for distribution to the water towers and/or homes. The pump assemblies are original to the plant. In the upcoming plant expansion, a third pump will be installed by Gilberts Development LLC.

Administrator Sakas continued on to report that each pump assembly consists of a motor, drive shaft, and pump impeller assembly. Pump #1 has a vibration in the pump impeller assembly after many years of being the primary pump. Staff has switched pump #2 to serve as the primary pump with pump #1 now serving as the back-up pump.

Administrator Sakas reported while Staff was investigating the extraction of the pump assembly they had determined that the ceiling is too low for removal as-is. As discussed in the budget process, Staff contemplated installing a hatch in the building to remove all the pump assemblies. The cost of the actual repair is estimated to be \$18,000.00 and the estimated cost of the hatch was \$60,000.00 which was included in the FY-2018 budget.

Staff continued to investigate other alternatives and queried local pump companies on the option of cutting the shaft into smaller pieces to allow for the shaft to be removed without constructing a hatch. The pumps would be repaired and re-installed with a sectionalized drive shaft. Both Layne Water Resources and Suez provided Staff with proposals. Administrator Sakas noted that both proposals were under the statutory limit for competitive bidding and Suez was the lowest quote. Administrator Sakas reported that Staff recommends authorizing a contract with Suez for an amount not-to-exceed \$14,000.00

Trustee Corbett questioned if the sectionalized shaft would maintain the integrity of the current pumps. Administrator Sakas replied yes, the majority of high-service pumps are sectionalized.

Trustee Hacker questioned if the life expectancy would be the same as the current high-service pumps. Administrator Sakas replied yes, the sections assembly should have no impact on the longevity of the high-service pumps.

There being no further discussion on the motion, a Motion was made by Trustee Corbett and seconded by Trustee Hacker to approve authorizing a contract between the Village of Gilberts and Suez for High Service pump maintenance not-to-exceed \$14,000.00. Roll call: Vote: 6-ayes: Trustees Farrell, Hacker, Kojzarek, Corbett, Allen and Zambetti. 0-nays, 0-abstained. Motion carried.

### **Items for Discussion**

There were no items listed under "Items for Discussion".

### **Staff Reports**

Administrator Sakas reported that for the second time a valve broke in the chlorine room. The valve has since been repaired.

Administrator Sakas reminded the Board Members that the TIF Joint Review Board is scheduled to conduct their annual TIF review on Wednesday, November 8<sup>th</sup> at 3:00 p.m. and the Police Pension Board is scheduled to meet on Wednesday, November 8<sup>th</sup> at 6:00 p.m.

Administrator Sakas noted that the Village Offices will be closed on Friday in observance of Veteran's Day.

Administrator Sakas requested the Board Members consider entering into a brief executive session to discuss personnel with no action to follow.

Finance Director Erickson reported that the water bills are scheduled to be mailed this Thursday, and she will be out of the office next week attending the Illinois Municipal Treasurer's Conference.

### **Trustee's Reports**

Trustee Allen recognized the Water and Public Works Departments for their recent water main repairs in the Dunhill Subdivision. She noted that their recent training and purchase of the water main break trailer and equipment along with their experience proved to be an asset and a benefit in assisting them with the repairs in an efficient and effective manner.

### **President's Report**

In the Village President's absence there were no reports provided.

### **Executive Session**

A Motion was made by Trustee Corbett and seconded by Trustee Allen to enter into executive session to discuss appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village as permitted by 5 ILCS 120/0 (c) (1) with no action to follow. Roll call vote: 6-ayes: Trustees Kojzarek, Corbett, Allen, Zambetti, Farrell and Hacker. 0-nays, 0-abstained. Motion carried.

The Board Members along with Administrator Sakas, Assistant Administrator Beith and Finance Director Erickson entered into the executive session at 7:26 p.m. and returned to the public meeting at 7:31 p.m.

**Reconvene/Roll Call**

The Board Members along with Staff reconvened to the public meeting at 7:32 p.m. Roll call: Trustees Kojzarek, Corbett, Allen, Zambetti, Farrell and Hacker. Others present: Administrator Sakas, Assistant Administrator Beith and Finance Director Erickson.

**Public Comment**

Resident Brian Anderson briefly addressed the Board Members. He asked if any of the Board Members would be willing to answer a few questions which would assist him in drafting his master's thesis. Trustee Kojzarek and Trustee Corbett volunteered to answer a few questions relating to public service and the community.

**Adjournment**

A Motion was made by Trustee Kojzarek and seconded by Trustee Corbett to adjourn from the public meeting at 7:35 p.m. Roll call: Vote: 6-ayes by unanimous voice vote. 0-nays, 0-abstained. Motion carried.

Respectfully submitted,

Debra Meadows