

*
**Village of Gilberts
Village Board
Meeting Minutes
August 17, 2010**

APPROVED MINUTES

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.

Roll Call / Establish Quorum

President Zirk asked Village Clerk Meadows to call the roll. Roll call: Members present: Trustees Erbeck, Clark, Farrell and President Zirk. 3-absent: Trustees Mierisch, Zambetti and Cullotta. Others present: Administrator Keller, Finance Director Blocker, Chief Building Inspector Swedberg, Engineer Blecke and Village Clerk Meadows. For members of the audience please see the attached list.

Trustee Zambetti arrived at 7:02 p.m.

Public Comment and Discussion

President Zirk asked if anyone from the audience wished to address the Board.

Ms. Christy Erbeck of 31 Regent Drive and the Timber Trails Villas Home Owners Association's President approached the Board. Ms. Erbeck reported that the Home Owners Association had signed an agreement with Plote. She reported that the disagreement over the inferior construction of the Villa's roads had been a battle for the last five years and she was relieved it was coming to a close. Ms. Erbeck went on to report that Plote has conceded that 2/3 of the Villas' private roads had not been constructed per plan. Plote has agreed to reconstruct that portion of the roadways and the HOA has agreed to pay for the remaining cost.

Ms. Erbeck went on to report that Plote agreed to provide the HOA with a two week notice prior to starting the project. In addition, they agreed that they would be responsible for ascertaining all required Village permits and complying with any other Village requirements prior to commencing with the roadway reconstruction project. However, they informed Ms. Erbeck the night before they planned on beginning the reconstruction project. Ms. Erbeck and the HOA Members began informing the neighborhood. There was a brief debate questioning the fact if the neighbors' had been properly informed.

Staff reported that Plote had not submitted any plans for permitting. Nor have they established an escrow account which is required by Ordinance.

Trustee Erbeck inquired what the Village's recourse was since Plote had not complied with the Village's Ordinances. Chief Building Inspector Swedberg reported that the Village could place a stop work order on the project.

Trustee Erbeck expressed concern with the fact that Plote had not submitted plans or followed through with the permitting and inspection process. He noted that any private property owner planning on making home improvements (roof repair, etc.) to their home or property would need to submit plans and go through the permitting and inspection process.

There was lengthy discussion with respect to the matter in which the private streets were constructed and their noncompliance with Village standards. Administrator Keller reported that the records relative to the construction of the roadways were vague and there are no inspection records on file.

Trustee Erbeck expressed his belief that it would be in the Village's best interest to monitor the roadway reconstruction project. He assumed that once the roads were reconstructed per plan the Villas Homeowners may ask the Board to consider accepting the streets.

Ms. Erbeck expressed concerns that if the Village was to place a stop work order on the road construction project Plote might not have an opportunity in the reasonable future to conduct the work. Trustee Farrell agreed. Trustee Farrell went on to say that the next window of opportunity might not be until spring and she was unsure if the roadways could survive the winter.

Engineer Blecke reported that in an emergency situation such as this he could conduct a pre-construction meeting onsite. Ms. Erbeck reported Plote's Project Supervisor, Mr. Dick Weber and the HOA Engineer will both be onsite.

Trustee Cullotta arrived at 7:27 p.m.

The Board Members and Engineer Blecke briefly discussed the roadways' drainage design.

The Board Members directed Engineer Blecke to oversee the construction project. Ms. Erbeck will email Engineer Blecke a copy of the original plans.

Chief Building Inspector Swedberg will draft a memo which will serve as a temporary construction permit.

President Zirk was surprised to hear that the road reconstruction project is scheduled to be completed by Friday, August 20th.

Mr. Ben Bartel, Energy Task Force Chairman reported that he had met with Administrator Keller and he informed Mr. Bartel that the Village currently has a Utility Assessment Agreement and receives low cost utility services. Mr. Bartel did not believe at this time a task force would benefit the Village. He respectfully resigned from the Energy Task Force. The Board Members wished Mr. Bartel the best of luck with his future endeavors and hoped he would stay involved.

Consent Agenda

President Zirk asked if any Board Members had any comments on the consent agenda items. There were no comments. **A motion was made by Trustee Erbeck and seconded by Trustee Clark to approve the consent agenda as follows:**

- A. **A motion to approve Minutes from the August 3, 2010 Village Board Meeting**
- B. **A motion to approve the Bills and Salaries dated August 17, 2010 as follows: General Fund \$53,830.67, Performance Bonds and Escrows \$2,563.00, Water Fund \$70,919.11, Payroll \$54,640.43.**
- C. **A motion to approve the Treasurer's Report of July 2010**
- D. **A motion to approve Proclamation 1-2010, Live United Week**
- E. **A motion to approve Resolution 19-2010-2, A Resolution accepting excavation, utilities, erosion control, restoration, and hydrologic study for Par Development, Inc. Boulder Industrial Park, and authorizing the release of the Developer's Subdivision Bond.**

- F. **A motion to approve Resolution 20-2010-2, A Resolution authorizing the change in the directional traffic flow on Jackson Street.** Roll call: Vote: 5-ayes: Trustees Erbeck, Clark, Zambetti, Farrell and Cullotta. 0-nays, 0-abstained. Motion carried.

Staff Reports

GIS Status-Baxter & Woodman

Andy Zaletel, GIS Technician for Baxter & Woodman provided the Board Members with an overview of the capabilities of the GIS software application. He reported that the base map is provided by Kane County free of charge and is updated quarterly. Mr. Zaletel reported that he has created additional layers depicting the Village's infrastructure. Mr. Zaletel demonstrated how the user could access various layers and the vast detail that could be contained in each of the layers.

Mr. Zaletel described how staff could utilize the database to track infrastructure maintenance and repairs. In addition, any new developments could be added and tracked. Mr. Zaletel discussed the database's capability to create numerous types of reports with ease. The Board Members thanked Mr. Zaletel for his time.

Pavement Management-Baxter & Woodman

Administrator Keller reported that the Village currently receives approximately \$80,000 in vehicle sticker revenues and \$162,000 in MFT funds every year. Presently, the Village allocates \$81,000 in MFT funds for road operations, including Village-wide crack sealing. To begin implementation of the Pavement Improvement Plan, the Village would start with an initial annual budget of approximately \$165,000. This amount includes \$35,000 for a crack sealing program that will target roads where the pavement life can be extended. The remaining \$130,000+/- would be used to fund mill and overlay (i.e. resurfacing) projects over the first five years of the Plan. The Village would then reserve the remaining vehicle sticker and MFT funds, saving for future investments and emergencies.

Engineer Dave Hemmerich presented the Board with an overview of a five year pavement management plan. He had provided the Board Members with his findings of the Villages current road conditions and two pavement management plan options. The first option was "Constrained" and the second option was "Unconstrained".

He reported that the pavement management plan could also be incorporated into the GIS software application. There the road maintenance history could be recorded and tracked.

Trustee Clark questioned the metrology used to arrive at the cost assumptions noted in the report. He asked if Engineer Hemmerich could provide him with a copy of the cost assumption worksheets.

Administrator Keller reported that on August 25th the Plan Commission will continue deliberations on the proposed Indian Trails Overlay Zoning District. In addition, The Plan Commission will also be conducting a Public Hearing to consider amending West End Recycling's Special Use Permit.

Administrator Keller reported that he had received a letter from Mr. Reimer questioning if the Board approved of his property improvements. Trustee Clark recommended drafting a new agreement. The Board approved the improvements. However, there was still the compliance issue with respect to lot 49. Administrator Keller will contact Mr. Riemer to discuss the possibility of petitioning the Village for a zoning variance on lot 49.

Chief Building Inspector Swedberg reported that he had identified the property owners in close proximity to the Riemer parcel with property maintenance concerns. He will be notifying the owners that they are in violation.

Administrator Keller reported that the Village was on the Kane County's Mini Bond short list. The proceeds would be used to fund sewer improvements and should be available sometime in October. The project could begin in late fall or early spring.

Chief Building Inspector Swedberg reported that recently it was discovered that someone was illegally dumping in Riemer's sanitary sewer. They will continue to monitor this matter.

Chief Building Inspector Swedberg reported that public works will begin crack sealing on August 23rd. Crack sealing will occur in Timber Trails beginning with Meadows and Gregory M Sears. Localized pothole repair will begin after crack sealing has concluded.

Finance Director Blocker reported that there are 86 water shut-off notices, and 7 payment plans have been set-up.

Clerk Meadows reported that Bark Park petitioner, Alissa Leznek has received 100 signatures. She is looking for Board direction. Trustee Erbeck suggested a couple of location options. The Board directed staff to recommend location options and ascertain answers to several questions.

Board of Trustee Reports

Trustee Erbeck inquired about the status of creating a Community Policing Program. Administrator Keller will discuss this matter with Police Chief Williams and report back to the Board.

Trustee Clark recommended staff draft an Ordinance to rescind Ordinance 98-20; an Ordinance approving and authorizing the placement of a signs allowing no right turn during the hours of 6:00 a.m. to 9:00 a.m. at the corner of Wiley Street and Galligan Road and at the corner of Jackson Street and Galligan Road.

President's Report

President Zirk asked if the Village had a comprehensive pretreatment ordinance. Administrator Keller will review the language in the current village code.

Adjournment

There being no further business to discuss, **a motion was made by Trustee Erbeck and seconded by Trustee Clark to adjourn from the public meeting at 9:18 p.m.** Roll call: Vote: 5-ayes by unamouous voice vote. 0- nays, 0-abstained. Motion carried.

Respectfully submitted,
Debra Meadows

