

**VILLAGE OF GILBERTS
VILLAGE BOARD MEETING**

March 17, 2009

7:00 p.m.

CALLED TO ORDER:

Village President Wajda called the meeting to order at 7:00 p.m. President Wajda led those present in the Pledge of Allegiance.

ROLL CALL/ESTABLISH QUORUM:

Members present: Trustees Mierisch, Erbeck, Zambetti, Mengarelli, Mueller, Garcia and President Wajda. Others Present: Village Administrator Ray Keller, Administrative Intern Kyle Cratty, Finance Director Marlene Blocker, Police Chief Mike Joswick, Village Engineer Ed Kanthack, Chief Building Inspector John Swedberg, Village Attorney Julie Tappendorf and Village Clerk Darlene Mueller. President Wajda declared a quorum present. (See attached list for members of the public).

PUBLIC COMMENT AND DISCUSSION

There was no public discussion at this time.

EXECUTIVE SESSION TO ADDRESS PENDING LITIGATION. – The Board had no litigation to discuss at this time.

CONSENT AGENDA:

Attorney Tappendorf briefed the Board about the format of a consent agenda and the procedure of pulling items off of the agenda.

A motion was made by Trustee Mengarelli and seconded by Trustee Erbeck to approve by one omnibus vote, the following Consent Agenda items:

- A. Minutes of the February 24, 2009 Village Board Work Session.
- B. Minutes of the February 10, 2009 B/Z/P/D Committee.
- C. Minutes of the February 23, 2009 Economic Development Committee.
- D. Minutes of the February 24, 2009 F/L/O Committee.
- E. Minutes of the February 3, 2009 Parks Committee.
- F. Minutes of the February 3, 2009 Police Department Operations Committee.
- G. Minutes of the February 17, 2009 Public Safety Committee.
- H. Minutes of the February 17, 2009 Public Works Oversight Committee.
(*Agenda was corrected to read February 17th and not February 23rd*)
- I. Job Description for Police Officer.
- J. Job Description for Police Corporal.
- K. Job Description for Police Sergeant.
- L. Job Description for Police Administrative Assistant.
- M. Job Description for Public Works Coordinator.
- N. Updated Organizational Chart.
- O. Village of Gilberts and Greater Elgin YMCA CY 2009 Recreational Programming Agreement.
- P. Village of Gilberts Grizzlies CY 2009 Recreational Programming Agreement.

Roll call: Vote: 6-ayes (Trustees Erbeck, Mengarelli, Garcia, Mierisch, Zambetti, and Mueller), 0-nays, 0-abstained. Motion carried

APPROVAL OF BILLS AND SALARIES:

A motion was made by Trustee Mueller and seconded by Trustee Mengarelli to approve the amended payment of bills as pursuant to the list dated 3/17/09 and presented to the Trustees prior

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to the meeting as follows: General Funds \$9,059.45; Permit Pass Thrus \$280.00; Performance Bonds and Escrows \$3,034.47; Water Fund \$48,404.70; and Payroll \$118,978.32. Discussion followed on certain vendors. Roll call: Vote: 6-ayes (Trustees Erbeck, Mengarelli, Garcia, Mierisch, Zambetti, and Mueller), 0-nays, 0-abstained. Motion carried.

A motion was made by Trustee Erbeck and seconded by Trustee Mierisch to approve the Treasurer's Report for February 2009 for filing. There being no further discussion, President Wajda Asked for a vote: Roll call: Vote: 6-ayes (Trustees Erbeck, Mengarelli, Garcia, Mierisch, Zambetti, and Mueller), 0-nays, 0-abstained. Motion carried.

ORDINANCES/RESOLUTIONS/PROCLAMATIONS/MOTIONS TO BE PASSED

A motion was made by Trustee Mierisch and seconded by Trustee Zambetti to approve the amendments for the FY 2010 budget. Administrator Keller responded to Trustee Garcia's inquiry about the final budget for FY 2010. This item was discussed at the Committee of the Whole and comments have not been received regarding this proposed FY 2010 budget. Roll call: Vote: 6-ayes (Trustees Erbeck, Mengarelli, Garcia, Mierisch, Zambetti, and Mueller), 0-nays, 0-abstained. Motion carried.

A motion was made by Trustee Zambetti and seconded by Trustee Mengarelli to solicit Bids for the construction of the Town Center Parking Lot. Administrator Keller discussed the grading work that was needed for the parking lot which brought the project costs to \$155,760.30. Trustee Garcia questioned Ryland Home's obligation to grade the park. Administrator Keller advised that the Gilberts Town Center's plans was not approved for a specific park design and discussed the scope of the work needed for proper drainage. The bids will be due on April 2nd and the bid opening will be at the Committee of the Whole Meeting on April 7th. Work will commence shortly thereafter, weather permitting. Trustee Mueller expressed his concern about the possibility of water and sewer lines running through the parking lot. Chief Building Inspector Swedberg informed the Board that the sewer and water lines would not be going through the parking lot. A penalty clause was added. The penalty clause would be \$500.00 per day which was requested by the Board at their last meeting. Discussion followed on the extensive grading work in the parking lot and the fields. Roll call: Vote: 6-ayes (Trustees Erbeck, Mengarelli, Garcia, Mierisch, Zambetti, and Mueller), 0-nays, 0-abstained. Motion carried

A motion was made by Trustee Erbeck and seconded by Trustee Mierisch to approve the purchase of two 2009 Ford 550 4x4 drive trucks, with the stainless steel package from Bonnell Industries, Inc. under the State of Illinois purchase contract for an amount not to exceed \$162,700 (\$76,350 per equipped truck). Administrator Keller, as directed at the Committee of the Whole meeting on March 10th, contacted a local vendor (Spring Hill Ford) to obtain a proposal for two trucks which was \$900.00 higher per truck than the State contract. Trustee Garcia, after giving it a lot of thought, felt at this time it was prudent to purchase one truck instead of two. Trustee Zambetti agreed with Trustee Garcia. Trustee Mierisch expressed her concern about the efficiency of just one truck when two trucks were requested for replacement of existing trucks that were continually being repaired costing the Village \$13,000.00 to \$14,000 this past year. Trustee Garcia explained that he did not hear of any critical issues with the trucks during public works meetings. Chief Building Inspector Swedberg explained the need for two trucks and the increasing cost to repair the two existing trucks. Chief Building Inspector Swedberg felt by purchasing the two trucks, Public Works would be fully equipped to handle the day-to-day jobs. Chief Building Inspector Swedberg also stated the new trucks will allow for more efficient salt spreading. This is important especially because of the expansion of the Village with Gilberts with the addition of Town Center, Unit I. Trustee Mueller felt purchasing two trucks was a big expense and recommended purchasing one now and three months from now review the need for another truck. Discussion followed on obtaining the same interest and cost in the future without a guarantee. Chief Building Inspector Swedberg advised by purchasing two trucks the Village would have efficient manpower and working vehicles. Trustee Erbeck stated "he supported Chief Building Inspector Swedberg on the Village growth and our salt spreading expansion. The trucks are budgeted and we just passed the budget. If we didn't budget, it would be an easy "no" vote. With the trucks being budgeted, I want to fully support the Public Works Department's budget and with the growth of the Village and according to what Chief Building Inspector Swedberg's needs are. Trustee Mengarelli agreed with Trustee Erbeck. Roll call: Vote: 4-ayes (Trustees Erbeck, Mengarelli, Mierisch and President Wajda, 3-nays (Trustees Mueller, Zambetti and Garcia), 0-abstained. Motion carried.

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A motion was made by Trustee Erbeck and seconded by Trustee Mierisch to waive Competitive Bid Process for Road and Culvert Repairs to Hennessy Court. Engineer Ed Kanthack presented a memo to the Board dated March 17, 2009 on Hennessy Court Culvert and Road Failure Assistance. Engineer Ed Kanthack went into detail on the available options to consider (see attached letter as part of the minutes). There was a lengthy discussion on what options would be the best solution; however, it was agreed that Option 1 to replace the failed culverts, patch the road and guard rail needed to be done on a temporary basis at an estimated range cost of \$50,000 to \$100,000. Discussion followed on funding the project through the Highway Bridge Replacement and Rehabilitation Program (HBRRP) covering 80% of Phase I, II & III engineering and 80% of the construction cost which would save the Village in the range of \$300,000 to \$500,000. The Village would cover 20% of the cost. Immediate permanent repairs can be done; however, the Village would lose its funding and permitting ability. By replacing one or two culverts, the Village would then have some time to assess the damage and find out what funding the Village is eligible for at a meeting on April 7th to receive a positive determination of eligibility for Federal funding. The Village could then make a decision for a permanent solution under the options presented in Engineer Ed Kanthack's memo and start the permitting and funding process. The Board at this time voted on the waiving of the competitive bid process. Roll call: Vote: 6-ayes (Trustees Erbeck, Mengarelli, Garcia, Mierisch, Zambetti, and Mueller), 0-nays, 0-abstained. Motion carried.

Discussion followed on any emergency situation that may happen after installing the one or two culverts under Option 1 and finding further problems with other culverts having to publish an emergency meeting with the Village with a 48 hour notice. After a discussion, **a motion was made by Trustee Mengarelli and seconded by Trustee Mueller to approve a proposal by J. S. Riemer for a temporary repair to the Hennessy Court culverts and road surface for any amount not to exceed \$85,000 with a contingency that would authorize Village staff and consultants to expend additional funds, in an amount not to exceed \$201,000.00 to replace additional failed culverts if conditions merit such emergency actions.** Roll call: Vote: 6-ayes (Trustees Erbeck, Mengarelli, Garcia, Mierisch, Zambetti, and Mueller), 0-nays, 0-abstained. Motion carried

President Wajda directed Staff to make sure all residents, service trucks, fire department and police department are contacted about the project and restrictions. The Board is to be kept informed of the situation on a regular basis.

STAFF REPORTS

Trustee Erbeck questioned the FOIA (Freedom of Information Act) request he received at the Board meeting. Administrator Keller explained the purpose of the request and wanted the Board to be informed when FOIAs that were received by the Village.

BOARD OF TRUSTEES REPORTS

Trustee Erbeck stated he gave his report earlier in the meeting about the soccer tournament getting bigger and will look at alternate locations. Trustee Erbeck will keep the Board updated. Trustee Erbeck stated "that the Police Department's memo was fantastic and congratulations to the graduates". Chief Joswick will have the graduates at the next Board meeting for introductions. President Wajda discussed the high scores achieved by certain officers.

Trustee Mueller gave Administrator Keller photos of a list of items that needed to be taken care of at the water treatment plant during their inspection.

VILLAGE PRESIDENT'S REPORT

President Wajda had no report at this time.

COMMUNICATIONS AND PETITIONS

There was no communications or petitions at this time.

MOTION TO ADJOURN INTO EXECUTIVE SESSION

There was no need to go into Executive Session at this time.

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ADJOURNMENT

There being no further business, **a motion was made by Trustee Mengarelli and seconded by Trustee Erbeck to adjourn the meeting.** Roll call: Vote: 6-ayes (Trustees Erbeck, Mengarelli, Garcia, Mierisch, Zambetti, and Mueller), 0-nays, 0-abstained, 0-absent. Motion carried. Adjournment time: 8:31 p.m.

Respectfully Submitted,

Darlene Mueller, Village Clerk