

**VILLAGE OF GILBERTS**  
**VILLAGE BOARD WORK SESSION**

**March 11, 2008**

**7:30 p.m.**

**CALLED TO ORDER**

Village President Wajda called the meeting to order at 7:30 p.m.

**ROLL CALL:** Trustee Erbeck, Trustee Zambetti, Trustee Mierisch, Trustee Mueller, Trustee Mengarelli, Trustee Garcia and President Wajda. Others present: Village Administrator Keller, Finance Director Blocker, Police Chief Joswick, Administrative Intern Cratty and Deputy Clerk Meadows.

**FY-09 Budget Consideration**

Administrator Keller provided the Board Members with an excel presentation which depicted the first draft of the FY-09 Budget. In addition, the excel worksheet indicated the percentage of any increase or decrease to the line item. However, the employees' salaries were not included on the worksheet. Administrator Keller would like to discuss employees' salaries with the Board Members in closed session.

There was some discussion with the respect to the decrease of the FY-09 estimated sale tax revenue. Administrator Keller stated with the housing market slump and with W.Kost being the Village's largest sale tax generator he chose to use a conservative number. However, after the completion of the Special Census the Village should see an increase in the State shared revenues. The Board Members also noted a decrease in the estimated FY-09 revenue received from the Local Use Tax. Administrator Keller stated this might also be an impact from the down turn in the economy. If residents are cutting expense, cable television is a service that they might eliminate or maybe residents have installed satellite dishes. The Village does not receive any revenue from satellite dishes.

There was some discussion with respect to the MFT line item; this item might require an adjustment due to the construction of the salt storage facility. In addition, the Board discussed the SSA 20's reimbursable expenses.

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There was some discussion with respect to the profession fees charged by BWCSI for the day-to-day technical support. The Board directed staff to collect proposals from other information technology firms. Administrator Keller stated he would draft an RFQ for the implementation of the GIS system and for Information Technology Services.

Deputy Clerk Meadows provided the Board Members with an update on the Laserfiche software.

Administrator Keller noted that the Engineering and Planner fees have decreased. The decrease is because Administrator Keller has taken on many of their tasks.

There was some discussion with respect to the Police Department expenses. Finance Director Blocker stated she currently tracks the Police Department over-time separately. In addition, Budgeted for FY-09 is two new full-time Police Officers, three new squad cars and a new roof for the Police Department Facility.

Administrator Keller along with Public Works Field Supervisor Burke will be gathering additional Public Work's FY-09 expenses, which then will be incorporated into the worksheet.

The Board Members discussed the reasoning behind placing a new roof on the old public works facility. The Board concurred that this matter should be place on the next Public Works Agenda for their consideration and recommendation.

There was some discussion with respect to tracking the hours Public Works employees spend on different task. Finance Director Blocker stated the Public Works employees do note on their timesheets how many hours they spent mowing, snowplowing and working in the Village Parks.

The Board Members expressed interest in requiring new annexation agreement to include language mandating that the Home Owners Associate must install and maintain fountains in all detention ponds.

Administrator Keller reported to the Board that the personnel performing the Special Census stated the number of residents counted exceeds the original assumptions.

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There was some discussion with respect to the estimated revenues and the potential for commercial growth.

Administrator Keller noted a slight increase in the water expense. The reason for the increase is due to the new phosphorous removal plant.

There was a lengthy discussion regarding in-house water billing.

Finance Director Blocker will revise the FY-09 budget worksheet accordingly and electronically forward the revised worksheet to all Board Members.

**Open Issues List**

President Wajda recommended after the Strategic Planning Workshops that the Board Members review the open issues and decide which Village Committees would be the best fit to address the remaining open issues.

Trustee Erbeck discussed the need to appoint a new full-time officer at the next Village Board Meeting. The Board Members took a straw vote and there were no objections.

Trustee Mierisch reminded all in attendance about the up coming blood drive. The blood drive will be held on April 26 at the Gilberts Elementary School.

Trustee Mengarelli discussed the final draft of Chief Building Commissioner Swedberg's letter to the residents regarding the satellite dishes. There was a lengthy discussion. The Board Members concurred prior to the letter going to the residents the Plan Commission will need to hold a public hearing to amend the Zoning Code.

Trustee Mengarelli stated that at the last Building/Zoning/Planning/Development Committee Meeting the members along with Chief Thomas discussed the possibility of requiring residential homes to be equipped with sprinkler systems. This matter is still under Committee discussion.

Trustee Garcia reported that the Public Works Committee has received pricing for the Public Works truck radios. Supervisor Burke is awaiting radio frequency authorization from the FCC.

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Trustee Zambetti reported Alana Woodbury is in need of volunteers for the Easter Egg Hunt. In addition, the Yellow Ribbon Support Group will be unable to attend the event as originally planned due to other commitments.

**A motion was made by Trustee Mueller and seconded by Trustee Garcia to close a portion of the meeting to the public, effective immediately with business to follow as permitted by 5ILCS 120/2 (c) (11) to discuss litigation against, affecting the Village which has been filed and is pending and as permitted by 5 ILCS 120/2 (c) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village.** Roll call: Vote:6-ayes (Trustee Erbeck, Zambetti, Mierisch, Mueller, Mengarelli and Garcia), 0-nays, 0-abstained. Motion carried. The Board recessed and went into Executive Session at 8:44 p.m. and return to the public meeting at 9:32 p.m.

President Wajda asked for a roll call. Deputy Clerk Meadows called the roll. All members were present at the public meeting.

**ADJOURNMENT**

**There being no further business, a motion was made Trustee Mueller and seconded by Trustee Zambetti to adjourn the meeting** Motion passed unanimously. Adjournment time: 9:34 p.m.

Respectfully submitted,

Debra Meadows, Deputy Clerk