

# VILLAGE OF GILBERTS

## VILLAGE BOARD WORK SESSION MEETING

July 22, 2008

7:30 A.M.

### **CALLED TO ORDER:**

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

### **ROLL CALL/ESTABLISH QUORUM:**

Members present: President Wajda, Trustees Erbeck, Mierisch, Mueller, Zambetti, and Mengarelli, Absent: Trustee Garcia. Village Administrator Ray Keller, Village Attorney Julie Tappendorf, Administrative Intern Kyle Cratty, Chief Building Inspector John Swedberg, Finance Director Marlene Blocker, Village Engineer Ed Kanthack and Engineer Jerry Bever, Baxter and Woodman and Village Clerk Darlene Mueller. President Wajda declared a quorum present. (Members of the Public see attached list.)

### **FUTURE MANAGEMENT OF THE VILLAGE'S WATER AND WASTEWATER SYSTEMS**

Engineer Kanthack gave an introduction of the topic to be discussed and introduced Engineer Jerry Bever who gave a power point presentation. The purpose of the meeting was to provide the Village with information about available assistance to eventually take over the operation of the water and wastewater plants. Engineer Bever discussed the flexibility of Baxter and Woodman in assisting the Village on a full time or part time basis depending on the Village's needs. The facilities can be operated under Baxter & Woodman's licenses and initial hands on training can be achieved while an employee is going to classes to be certified. The goal is for the Village to eventually operate the facilities with their own certified personnel and licenses. Engineer Bever discussed the various responsibilities such as Managerial, Maintenance, Operations, Laboratory, and Summary of Services. Baxter & Woodman can provide the Village with back-up certified personnel and engineering expertise at all times including when there is a shortage of employees or when an operator needed the assistance of an expert when encountering problems or questions that needed to be answered.

Engineer Bever discussed scenarios of different municipalities and what their needs were. Certain municipalities required flexible operations assistances. These flexible operations can be on a short-term or long-term basis. Baxter and Woodman can provide full-time or part time assistance. Baxter and Woodman can also service as an interim plant operator. Engineer Bever gave a presentation on four (4) key personnel and their background with Baxter and Woodman. Engineer Bever informed the Board they also partner with M.E. Simpson Co., Inc. utilizing their state-of-the-art equipment and highly skilled industry professionals to help client achieve maximum water distribution system performance in the water distribution portion of the system.

Question and answer session followed between Baxter and Woodman and the Board on training, and incidents happening with other municipalities. Engineer Bever reassured the Board that any incident that occurs can be handled by Baxter and Woodman.

The Board thanked Engineers Kanthack and Bever for their presentation. The Board discussed the next step and directed Administrator Keller to compile different scenarios for the Board to discuss.

### **OTHER VILLAGE BUSINESS**

Trustee Erbeck inquired about the bike patrol and discussed purchasing two (2) bike gears. This matter will be further discussed.

Trustee Erbeck inquired about the purchase of the gas generator for the Police Department. After a discussion, it was the consensus that a diesel generator would be preferred over a natural gas generator.

Trustee Erbeck inquired about the vacant structure registration ordinance being on two (2) committee agendas. Trustee Mueller advised Trustee Erbeck that this matter will be discussed first with the B/Z/P/D Committee before F/L/O will take any action.

Trustee Zambetti discussed his disappointment on ash trees that might have not been counted in the Village. Trustee Zambetti handed out information on the emerald ash bore. Discussion followed on

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how other municipalities are handling this situation.

Discussion followed on ash trees on private property with no resolution.

Discussion followed on coordinating our efforts with the homeowners association.

Administrator Keller discussed an opportunity for the Village to partake in a grant obtained by The Conservation Foundation in Naperville, Illinois. The grant is intended to provide a framework and the direction needed to protect critical areas and the negative impacts of human activities to Tyler Creek. Administrator Keller would like to use Timber Trails West as part of the grant process.

President Wajda advised the Board that the Committee of the Whole is canceled next week.

President Wajda will not be available the week of July 27<sup>th</sup> and August 3<sup>rd</sup>. **A motion was made by Trustee Mengarelli and seconded by Trustee Mueller to appoint Trustee Erbeck as President Pro-Tem during President Wajda's absence.** Roll call: Vote: 5-ayes (Trustees Erbeck, Zambetti, Mierisch, Mengarelli and Mueller), 0-nays, 0-abstained. Motion carried.

**A motion was made by Trustee Mengarelli and seconded by Trustee Mueller to close a portion of the meeting to be closed to the public, effective immediately with no business to follow as permitted by 5 ILCS 120/2 (c) (11) to discuss litigation against, affecting the Village which has been filed and is pending or that is probable or imminent and as permitted by 5 ILCS 120/2/(c) (1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village.** Roll call. Vote: 5-ayes (Trustees Erbeck, Zambetti, Mueller, Mierisch, and Mengarelli), 0-nays, 0-abstained. Motion carried. The Board recessed and went into Executive Session at 9:17 p.m. and returned to the public meeting at 10:21 p.m.

**A motion was made by Trustee Erbeck and seconded by Trustee Mengarelli to reconvene to the public meeting.** Roll call: Vote 5-ayes (Trustees Erbeck, Mierisch, Mueller, Mengarelli and Zambetti), 0-nays, 0-abstained, 0-absent. Motion carried.

President Wajda asked for a roll call from Clerk Mueller. Clerk Mueller called the roll with every Board member present at the public meeting.

There being no further business, **a motion was made by Trustee Mueller and seconded by Trustee Mengarelli to adjourn the meeting.** Roll call. Vote: 5-ayes (Trustees Erbeck, Zambetti, Mueller, Mierisch, and Mengarelli), 0-nays, 0-abstained. Motion carried Adjournment time: 10:21 p.m.

Respectfully submitted,

Darlene Mueller  
Village Clerk