



**MINUTES FOR VILLAGE OF GILBERTS  
BOARD OF TRUSTEES MEETING  
Village Hall: 87 Galligan Road, Gilberts, IL 60136  
Meeting Minutes  
Tuesday, November 6, 2018**

**1. 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.

**2. ROLL CALL / ESTABLISH QUORUM**

Village Clerk Courtney Nicholas called the roll. Roll call: Members present: Trustees Corbett, Allen, Farrell, Hacker, and President Zirk. Trustees Kojzarek and Zambetti were absent. Others present: Village Administrator Brian Bourdeau, Finance Director Taunya Fischer, and Village Attorney Julie Tappendorf.

**3. PUBLIC COMMENT**

Fred Beer – Inquired about the road improvements to the Timber Boulevard, as he doesn't feel they will last past this winter. President Zirk explained the annual budget bond process and that Timber Trails Blvd would be included the next round of road repairs.

Mariana Faircloth – Inquired about recommendation of arborist that village had contracted to examine the health and status of the tree at 107 Railroad Street. Arborist's recommendation was to trim and preserve the tree. Administrator Bourdeau indicated that the village will forward to her the status of the arborist and when they will be out to take care of the tree maintenance.

**4. APPOINTMENTS**

A. Motion to concur with President Zirk's recommendation to re-appoint Rachel Roth to the Police Pension Board

**A Motion was made by Trustee Hacker and seconded by Trustee Allen to concur with President Zirk's recommendation to re-appoint Rachel Roth to the Police Pension Board.** Roll call vote: Trustees Corbett, Allen, Farrell, Hacker, voted Aye. 0-nays, 0-abstained. Motion carried.

**5. CONSENT AGENDA**

- A. A Motion to Approve Minutes from the October 9, 2018 Committee of the Whole Meeting
- B. A Motion to Approve Minutes from the October 16, 2018 Village Board Meeting
- C. A Motion to Approve Bills & Payroll dated November 6, 2018

- D. A Motion to Approve the 2019 Village of Gilberts Meeting Calendar
- E. A Motion to Approve Resolution 25-2018 – Approving the Renewal of a One Year Agreement with Call One for the Provision of Village Phone Services

President Zirk asked if any of the board members had any consent agenda items they wished to remove for separate consideration. After hearing none, asked for a motion to approve.

**A Motion was made by Trustee Farrell and seconded by Trustee Corbett to Approve Consent Agenda Items 5A-E as presented.** Roll call vote: Trustees Allen, Farrell, Hacker, Corbett voted Aye. 0-nays, 0-abstained. Motion carried.

## 6. ITEMS FOR APPROVAL

- A. Receive and Accept the Comprehensive Annual Financial Report from Lauterbach & Amen, LLP for the Fiscal Year Ending April 30, 2018 - Jennifer Martinson from Lauterbach & Amen presented the CAFR to the president and board. She congratulated the village on receiving the Certificate for Excellence in Financial Reporting. Highlighted was the transmittal letter, clean audit opinion, MDNA, Budget to Actual, Statistical and Trend information in report. The Village also saw increase in general fund revenue as revenues were higher than budgeted. There were no difficulties, material misstatements, or any uncorrected items found. Trustee Farrell and President offered their thanks to Finance Director Fischer and all Staff for their hard work in getting this report completed and on time during the transition. Not having any questions from the board, President Zirk asked for a motion to accept the audit.

**Motion by Trustee Allen with a second by Trustee Corbett to Receive and Accept the Comprehensive Annual Financial Report from Lauterbach & Amen, LLP for the Fiscal Year Ending April 30, 2018.** Roll call vote: Trustees Farrell, Hacker, Corbett, Allen voted Aye. 0-nays, 0-abstained. Motion carried.

- B. A Motion to Approve Resolution 26-2018, a Resolution Amending Resolution 17-2018 and Approving a Change Order to Schroeder Asphalt Services, Inc. in an Amount Not to Exceed \$131,850 -Administrator Bourdeau explained that this change order is necessary in order to secure funding for the resurfacing to the Public Works parking lot in the current fiscal year budget.

**Motion by Trustee Farrell and seconded by Trustee Corbett to approve Resolution 26-2018 Amending Resolution 17-2018 and Approving a Change Order to Schroeder Asphalt Services, Inc. in an Amount Not to Exceed \$131,850.** Roll call vote: Trustees Farrell, Hacker, Corbett, Allen voted Aye. 0-nays, 0-abstained. Motion carried.

- C. **A Motion to Approve Ordinance 23-2018 Amending the Fiscal Year 2018-2019 Budget for the Fiscal Year Ending April 30, 2019**

Hearing no questions from the board, President Zirk asked for a motion to approve the ordinance as presented.

**Motion by Trustee Farrell and seconded by Trustee Corbett to Approve Ordinance 23-2018 Amending the Fiscal Year 2018-2019 Budget for the Fiscal Year Ending April 30, 2019.**

Roll call vote: Trustees Hacker, Corbett, Allen, Farrell voted Aye. 0-Nays, 0-Abstained. Motion carried.

**7. STAFF REPORTS**

Administrator Bourdeau

- Road program almost completed, with a couple of punch list items that remain to be finished. Received compliments on roads that were completed.
- Demolition permit for the Reimer office building has been issued which will clear the way for construction of 4<sup>th</sup> industrial building.
- Continuing progress with construction of wells with Troy Mertz, prep work began last weekend and meetings are scheduled with staff and Troy's team to discuss layout and construction schedules.
- IEPA permit for Water Treatment Plant has been received along with plans and specifications for construction.

Finance Director Fischer

- Will be attending IMT training for Pension Board Certification all next week.
- Currently working on Tax Levy and will be working on budget

**8. TRUSTEES REPORTS**

The trustees had nothing to report at this time.

**9. PRESIDENTS' REPORT**

President Zirk had nothing to report at this time.

**10. EXECUTIVE SESSION\***

**Motion by Trustee Allen and seconded by Trustee Corbett to move to Executive Session to discuss Litigation against, affecting, or on behalf of the village as permitted under 5 ILCS 120/2 (c) (11) with no business to follow.** Roll call vote: Trustees Corbett, Allen, Farrell Hacker voted Aye. 0-Nays, 0-Abstained. Motion carried.

**Motion by Trustee Hacker and seconded by Trustee Corbett to resume regular session meeting.** Roll call vote: Trustees Corbett, Allen, Farrell, Hacker voted Aye. 0-Nays, 0-Abstains. Motion carried. Regular session resumed at 7:48pm.

**11. ADJOURNMENT**

There being no further public business to discuss, **a Motion was made by Trustee Allen and seconded by Trustee Corbett to adjourn from the public meeting at 7:48 p.m.** Voice vote carried unanimously.

Respectfully submitted,

*Courtney Nicholas*

Courtney Nicholas  
Village Clerk