

**MINUTES FOR VILLAGE OF GILBERTS  
BOARD OF TRUSTEES MEETING  
Village Hall: 87 Galligan Road, Gilberts, IL 60136  
Meeting Minutes  
Tuesday, October 19, 2021**

**1. CALL TO ORDER / PLEDGE OF ALLEGIANCE**

President Zambetti 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 Baker called the roll. Roll call: Members present: Trustees LeClercq, Corbett, Allen, Coats, and Redfield. Trustee Hacker was absent. Others present: Village Administrator Brian Bourdeau, Public Works Director Aaron Grosskopf, Finance Director Taunya Fischer, and Management Analyst Riley Lynch.

**3. PUBLIC COMMENT**

There were no public comments at this time.

**4. PRESENTATION OF THE FY2021 AUDIT**

Jamie Wilkey from Lauterbach & Amen, LLP provided a brief presentation of the FY2021 Audit. The Board was advised that the Village was issued a clean audit opinion once again.

**5. CONSENT AGENDA**

- A. A Motion to Minutes from the October 5, 2021 Village Board Meeting
- B. A Motion to approve Bills and Payroll dated October 19, 2021
- C. A Motion to approve the September 2021 Treasurer's Report
- D. A Motion to approve Resolution 24-2021, a Resolution Authorizing an Agreement with Rubbercycle for the Purchase of Mulch in an Amount Not to Exceed \$19,625
- E. A Motion to approve Resolution 25-2021, a Resolution Authorizing an Agreement with Cunningham Recreation and All Surface Installers for the Purchase and Installation of Park Equipment at Waitcus Park in an Aggregate Amount Not to Exceed \$52,867
- F. A Motion to approve Resolution 26-2021, a Resolution for General Maintenance Under the Illinois Highway Code (Motor Fuel Tax) for the Timber Trails and Timber Glen Road Paving Project

G. A Motion to Receive and Accept the Comprehensive Annual Financial Report from Lauterbach & Amen, LLP for the Fiscal Year Ending April 30, 2021

President Zambetti 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 Redfield and seconded by Trustee Corbett to Approve Consent Agenda items A-G as Presented.** Roll call vote: Trustees LeClercq, Corbett, Allen, Coats, and Redfield voted Aye. 0-nays, 0-abstained. Motion carried.

## 6. ITEMS FOR APPROVAL

A. A Resolution Authorizing Approval of an Agreement with B&B Networks for the Purchase and Installation of a Mitel MiVoice Business VoIP Solution in an Amount Not-to-Exceed \$26,400, and for Monthly Service Provision – Analyst Lynch advised the Board that the Village's phone system is currently outdated and deteriorating in terms of service capability. The current system has no ability to transfer calls between department phones, cannot redirect calls to other buildings or numbers, and calls frequently include static feedback coming from the Village's end. Call quality to and from the Police Department is especially plagued with static that makes conversations difficult to understand. A new village-wide phone system was budgeted for this fiscal year. To find a contractor for new phones, the Village went out to bid on September 3rd and accepted bids until October 1st. In the morning on October 1st, the Village hosted a public opening which included 2 bids for a new phone system. Village staff analyzed both bids in relation to the type of solution presented, the system and equipment proposed, and the total cost of the solution after the first year and subsequent years. Based on this analysis, staff recommends moving forward with the proposal from B&B Networks for a premise-based Mitel MiVoice solution.

Trustee Allen asked how long the warranty for the phones would be and how long the system will last. Analyst Lynch stated that the equipment should last at least 10 years and the standard warranty is for one year. Trustee Allen asked what would happen if the internet goes down. Analyst Lynch stated that if the internet goes down, the phone will not work, however the calls could get re-routed to Village issued cell phones. Trustee Corbett asked if the phone numbers would change. Analyst Lynch stated that all of the phone numbers will be consolidated to the main Village phone number with automated attendant that will re-direct callers to the department that they want to speak with. However, the existing phone numbers will still be in service for a period of time. Trustee LeClercq asked if the Board members could have their own voicemail box. Analyst Lynch said that this is possible. The general consensus of the rest of the Board was to not have voicemail boxes for the Trustees.

**A Motion was made by Trustee Allen and seconded by Trustee Redfield to Approve Resolution 27-2021, a Resolution Authorizing Approval of an Agreement with B&B Networks for the Purchase and Installation of a Mitel MiVoice Business VoIP Solution in an Amount Not-to-**

**Exceed \$26,400, and for Monthly Service Provision** Roll call vote: Trustees Allen, Coats, Redfield, Corbett, and LeClercq voted Aye. 0-nays, 0-abstained. Motion carried.

## 7. STAFF REPORTS

### Analyst Lynch

- Still waiting on a response from DCEO for the Community Days grant.

### Administrator Bourdeau

- Staff is looking to modify the hours of operation for Village Hall to say that Village Hall will only be open until 6:30 p.m. on the Tuesdays when there is a Board meeting.
- Possibly cancelling the second Board meeting in December as it is the week of Christmas.
- Still following up with the toll way. Brian from the tollway is currently working on a formal memo that should be sent to Staff by the end of the month.

### Director Grosskopf

- The new Public Works Streets worker started this past Monday.
- Bison's Baseball has reached out requesting a change over for Town Center infield to have a full limestone infield that would allow more of an age-range of kids that can play. The price for that increase would be \$1,000. The Board had no objections to this change.

### Clerk Baker

- Showed the Board the Halloween House Decorating contest sign that the winner will receive tomorrow. Since this contest was so well received, there will be Holiday Light competition announced in the Winter newsletter.

## 8. TRUSTEES' REPORTS

There were no trustee reports at this time.

## 9. PRESIDENTS' REPORT

President Zambetti did not have a report at this time.

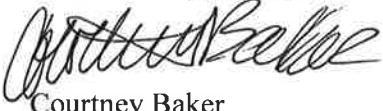
## 10. EXECUTIVE SESSION

An executive session did not take place.

## 11. ADJOURNMENT

There being no further public business to discuss, a **Motion was made by Trustee Allen and seconded by Trustee Redfield to adjourn from the public meeting at 7:34 pm.** Voice vote carried unanimously.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Courtney Baker". The signature is written in a cursive style with a large initial "C".

Courtney Baker  
Village Clerk