



**MINUTES FOR VILLAGE OF GILBERTS  
BOARD OF TRUSTEES MEETING  
Village Hall: 87 Galligan Road, Gilberts, IL 60136  
Meeting Minutes  
Tuesday, October 20, 2020**

**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 Baker called the roll. Roll call: Members present: Trustees Kojzarek, Allen, Zambetti, Farrell, and President Zirk. Member on phone: Trustees Corbett and Hacker. Others present: Village Administrator Brian Bourdeau and Finance Director Fischer.

**3. PUBLIC COMMENT**

There were no public comments at this time.

**4. PRESENTATION OF THE FY2020 AUDIT**

Jen from Lauterbach & Amen provided a brief overview of the FY2020 audit. Jen stated that the Village once again received a clean audit opinion. The FY2020 CAFR will also be submitted for the GFOA Certificate of Excellence in Financial Reporting award. President Zirk congratulated Staff for the work they've done to contribute to the clean audit opinion.

**5. CONSENT AGENDA**

- A. A Motion to approve Minutes from the October 6, 2020 Village Board Meeting
- B. A Motion to approve Minutes from the October 13, 2020 Committee of the Whole Meeting
- C. A Motion to approve Bills & Payroll dated October 20, 2020
- D. A Motion to approve the September 2020 Treasurer's Report
- E. A Motion to Receive and Accept the Comprehensive Annual Financial Report from Lauterbach & Amen, LLP for the Fiscal Year Ending April 30, 2020
- F. A Motion to approve Resolution 28-2020, A Resolution Authorizing an Intergovernmental Recipient Agreement for Coronavirus Relief Funds between the County of Kane, Illinois and the Village of Gilberts

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 Allen and seconded by Trustee Farrell to Approve Consent Agenda Items 4A-F as presented.** Roll call vote: Trustees Corbett, Allen, Zambetti, Farrell, Hacker, and Kojzarek voted Aye. 0-nays, 0-abstained. Motion carried.

## **6. ITEMS FOR APPROVAL**

There were no items for approval.

## **7. STAFF REPORTS**

### Director Fischer

- The PAFR is almost completed and will also be submitted for the GFOA award.

### Administrator Bourdeau

- The Governor's office has announced that Kane County is one of the counties that is going to be moving into Tier 1 of the COVID mitigation plan due to the rising positivity rate. This will impact Gilberts businesses as far as limiting indoor dining for the Village's restaurants and has led Staff to cancel the Fall Bonfire event.

Trustee Farrell asked if anything will change as far as trick-or-treating. Administrator Bourdeau stated that he has not seen any new guidance on this.

Trustee Zambetti asked how long the outdoor dining would be permitted. Administrator Bourdeau stated that the Board extended this until December 7, 2020. Trustee Zambetti asked how many sides of the tent had to be open. Administrator Bourdeau stated that a minimum of three sides of the tent need to be open.

- Equipment has been staged by Pirtano on the south side of the toll way and will start work on the Well 5 water main.
- Village Hall has received many calls with questions on early voting to which Staff has been advising residents to contact the County Clerk's office or visit their website.
- Received notice from the Illinois Public Risk fund that there was a 2020 stimulus grant and the Village will be receiving \$762.

## **8. TRUSTEE REPORTS**

### Trustee Zambetti

- Asked for Staff to provide the current guidance for outdoor dining tents. Administrator Bourdeau stated that he will follow up and provide this information to the Board.

## **9. PRESIDENT'S REPORT**

There was no President's report at this time.

## **A. 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 Farrell to adjourn from the public meeting at 7:27 p.m.** 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 long, sweeping tail on the letter "e".

Courtney Baker

Village Clerk