



**VILLAGE OF GILBERTS
VILLAGE BOARD MEETING MINUTES
TUESDAY, November 21, 2023
Village Hall: 87 Galligan Road, Gilberts, IL 60136**

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

President Zambetti called the meeting to order at 7:00 PM. He proceeded to lead those present in the Pledge of Allegiance.

2. ROLL CALL / ESTABLISH QUORUM

Village Clerk Lynda Lange called roll. Roll call of Board members present: Trustees, Allen, Redfield Coats & Marino were present, as was President Zambetti. Trustees Vanni & Chapman were absent. Also present was Administrator Brian Bourdeau, Management Analyst Riley Lynch, Finance Director Taunya Fischer, & Village Engineer Jon Zabrocki.

3. PUBLIC COMMENT:

Mr. Barry was present to address the board on a water shut off/reconnection fee of \$ 100, requesting the board's consideration to waive the charge. The Board reviewed and directed staff to credit the account in the amount of \$ 100.

Melissa Hernandez was also present to address the Board concerning a program offer through the Chamber of Commerce to encourage and assist new business in Gilberts. Mrs. Hernandez was asked to provide a write up for the board to review at a future meeting.

4. CONSENT AGENDA

- A. A Motion to approve Minutes from the November 7, 2023 Regular Village Board Meeting
- B. A Motion to approve Bills & Payroll dated November 21, 2023
- C. A Motion to approve Resolution 38-2023 Authorizing the Exercise of a One-Year Renewal Option on an Intergovernmental Agreement Between the Village of Gilberts and Kane County Animal Control Services.
- D. A Motion to approve Ordinance 17-2023, an Ordinance Approving a Contract for the Purchase of Real Property for the Village of Gilberts.
- E. A Motion to approve Resolution 39-2023, a Resolution Approving Amendment Two to the Agreement with SAFEBuilt for Building Plan Review and Inspection Services.

President Zambetti asked if any Board member wished to remove an item from the Consent Agenda. No removals were requested.

A Motion to Approve Consent Agenda items 4. A-E, as presented was made by Trustee Allen and seconded by Trustee Coats. Roll call votes - Aye: (4) Trustees Allen, Redfield, Coats and Marino/ Nay: 0 /Absent: (2) Trustees Chapman & Vanni/Abstain: 0

5. ITEMS FOR APPROVAL

A. Approval of Ordinance 18-2023. The Village of Gilberts 2023 Comprehensive Plan Update.

A Motion to Approve an Ordinance 18-2023 Approving the Village of Gilberts 2023 Comprehensive Plan Update was made by Trustee Redfield and seconded by Trustee Coats. Roll call votes - Aye: (4) Trustees Allen, Coats, Redfield & Marino./ Nay: 0 /Absent: (2) Trustees Chapman & Vanni/Abstained: 0.

B. A Resolution Authorizing Acceptance of Public Improvements for Neighborhood 1 (NH-1) in the Conservancy Development (Resolution 40-2023).

A Motion to Authorizing Acceptance of Public Improvements for Neighborhood 1 (NH-1) in the Conservancy Development (Resolution 40-2023) as presented, was made by Trustee Allen and seconded by Trustee Marino. Roll call votes - Aye: (4) Trustees, Allen, Coats, Redfield & Marino/ Nay: 0 /Absent: (2) Trustee Chapman & Vanni /Abstained: 0

6. ITEMS FOR DISCUSSION –

A. Presentation and Review of the Village’s Utility Billing Rate Structure

Administrator Brian Bourdeau provided an overview on the Village’s water rate structure advising that the rate has been the same since 2016. CPI increases in addition to rising costs of EPA Regulatory Testing and Safeguards, water treatment costs and an additional lift station will require a proposed increase from \$ 5.50 to \$ 6.50 per 1,000 gallons.

Engineer Zabrocki provided an overview and comparison of utility costs and recommendations.

B. Presentation and Discussion of a Utility Account Payment Plan Policy

Finance Director, Taunya Fischer, provided information on a utility account payment plan policy.

C. Presentation and Discussion of the Village’s 2024 Draft Budget

Administrator Brian Bourdeau provided an overview of the 2024 Budget and presentation process in order to finalize and adopt the budget in December.

7. STAFF REPORTS

Analyst Riley Lynch advised that the 2024 Calendar for Gilberts is almost completed. He will send a completed draft to the board for final review prior to the next meeting and the letters for Santa have been completed, displayed for use. The deadline date for submitting letters is 12/15/23.

Administrator Bourdeau provided information on the upcoming Tree Lighting and Visit with Santa scheduled on 12/1. There was a brief overview of the 2024 Proposed Budget.

8. TRUSTEE REPORTS

9. PRESIDENT’S REPORT - *None*

10. EXECUTIVE SESSION – *None*

11. ADJOURNMENT

There being no further public business to discuss, a motion to adjourn from the public meeting was made by Trustee Allen and seconded by Trustee Redfield at 8:42pm. Voice vote carried unanimously, - Aye: (4) Trustees, Marino, Allen, Redfield & Coats. / Nay: 0 /Absent: (2) Trustees Chapman & Vanni/Abstained: 0

The meeting ended at 8:42pm.

Respectfully submitted,

Lynda Lange

Lynda Lange
Village Clerk