



**VILLAGE OF GILBERTS**  
**VILLAGE BOARD MEETING MINUTES**  
**Tuesday, March 18, 2025**  
**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:**

Assistant Village Administrator Riley Lynch called roll. Roll call of Board members present: Trustees Chapman, Vanni, Allen, & Redfield were present, as was President Zambetti. Also present was, Village Administrator Brian Bourdeau, Finance Director Taunya Fischer, Director of Public Works Wade Kretsinger, Management Analyst Brady Fisher, & Police Chief Todd Block. Trustees Coats and Marino were absent.

**3. SWEARING IN OF POLICE OFFICER JENNIFER GONZALEZ**

Police Officer Jennifer Gonzalez was sworn in to the Village of Gilberts Police Department.

**4. PUBLIC COMMENT: (None)**

**5. CONSENT AGENDA:**

- A.** Motion to Approve Minutes from the March 11, 2025 Special Village Board Meeting.
- B.** Motion to ratify Bills & Payroll dated March 18, 2025.
- C.** Motion to approve the February 2025 Treasurer's Report
- D.** Motion to approve Resolution 10-2025, A Resolution Authorizing the Payment of Certain Routine and Recurring Expenses.
- E.** A Motion to Ratify the NIMEC Joint Bid Electrical Contract for Water/Wastewater Facilities Previously Authorized by Resolution 03-2025.
- F.** A Motion to Approve Ordinance 03-2025, An Ordinance Amending the Budget for the Fiscal Year Ending December 31, 2024.
- G.** A Motion to Accept a Settlement Offer from Progressive Insurance in the Amount of \$ 21,140 for Claim 24-679165389 for Damage to a Village Light Pole on December 13, 2024.
- H.** A Motion to Approve Ordinance 05-2025, an Ordinance Amending Chapter 6 of Title 1 of the Village Code regarding the Village Clerk.
- I.** A Motion to Approve Resolution 11-2025, a Resolution Authorizing an Agreement with Double D Booking Inc. to Provide Entertainment Book and Stage Management Services for the 2025 Community Days Event in an Amount Not-To-Exceed \$ 60,000.
- J.** A Motion to Approve Resolution 12-2025, a Resolution Authorizing Approval of an Agreement with AHW LLC for the Purchase of a John Deere 1600 Turbo Wide Area Mower in an Amount Not-to-Exceed \$ 60,500.

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- K.** A Motion to Approve Resolution 13-2025, a Resolution Authorizing Approval of an Agreement with AHW LLC for the Purchase of a John Deere 35 P-Tier Mini Excavator in an Amount Not-to-Exceed \$ 63,100.
- L.** A Motion to approve Resolution 14-2025, a Resolution Authorizing Approval of an Agreement with AHW LLC for the Purchase of a John Deere 344 P-Tier Loader in an Amount Not-to-Exceed \$ 175,300.
- M.** A Motion to Approve Resolution 15-2025, a Resolution Authorizing Approval of Agreement with AHW LLC for the Purchase of Two John Deere Z950M Mowers in an Amount Not-to-Exceed \$ 21,800.
- N.** A Motion to Approve Ordinance 06-2025, an Ordinance Authorizing the Disposal of Personal Property Owned by the Village of Gilberts.
- O.** A Motion to Approve Resolution 18-2025, a Resolution Approving an Agreement with B & F Code Construction Services, Inc. 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-O), as presented, was made by Trustee Allen, seconded by Trustee Chapman. Roll call votes – Aye: ( ) Trustees Chapman, Vanni, Allen & Redfield. Nay: (0) / Absent: (2) Trustees Coats & Marino / Abstain: (0).*

#### **6. ITEMS FOR APPROVAL:**

- A.** A Resolution Authorizing Agreements with JETCO LTD and Corpro for Repairs to the Galligan Road Water Tower in an Aggregate Amount Not-to-Exceed \$110,000 (Resolution 16-2025).

*A Motion to Approve Resolution 16-2025, A Resolution Authorizing Agreements with JETCO LTD and Corpro for Repairs to the Galligan Road Water Tower in an Aggregate Amount Not-to-Exceed \$ 110,000, as presented, was made by Trustee Vanni, seconded by Trustee Redfield. Roll call votes – Aye: (4) Trustees Chapman, Vanni, Allen & Redfield. Nay: (0) / Absent: (2) Trustees Coats & Marino / Abstain: (0).*

- B.** A Resolution Approving of an Agreement with Harris Equipment for the Purchase of an Aeration Blower in an Amount Not-to-Exceed \$23,400 (Resolution 17-2025).

*A Motion to Approve Resolution 17-2025, A Resolution Approving an Agreement with Harris Equipment for the Purchase of an Aeration Blower in an Amount Not-to-Exceed \$ 23,400 as presented, was made by Trustee Allen, seconded by Trustee Chapman. Roll call votes – Aye: (4) Trustees Chapman, Vanni, Allen & Redfield. Nay: (0) / Absent: (2) Trustees Coats & Marino / Abstain: (0).*

- C.** An Ordinance Approving a Purchase and Sale Agreement with LCR Properties, LLC, for the Real Property Located at 73 Industrial Drive, Gilberts Illinois (Ordinance 07-2025)

*A Motion to Approve Ordinance 07-2025, an Ordinance Approving a Purchase and Sale Agreement with LCR Properties, LLC, for the Real Property Located at 73 Industrial Drive, Gilberts, Illinois as presented, was made by Trustee Allen, seconded by Trustee Vanni. Roll call*

*votes – Aye: (5) Trustees Chapman, Vanni, Allen, Redfield & President Zambetti. Nay: (0) / Absent: (2) Trustees Coats & Marino / Abstain: (0).*

## **7. ITEMS FOR DISCUSSION:**

- A.** A Discussion Regarding Repair and Upkeep of Indian Trails, Dunhill Estates, Gilberts Glen and Windmill Meadow Subdivision Entrance Signs.

**President Zambetti:** Opens discussion with general information on cohesive signage between all subdivisions. The above noted Subdivisions have had the sign maintenance obligation. President Zambetti is seeking input from the Board on issues of maintenance, replacement & insuring.

**Trustee Vanni:** Expressed concern over the liability. Trustee Vanni asks if the Village has been providing maintenance on these signs. President Zambetti advised that Public Works has been doing very minor maintenance such as pulling weeds around the sign.

**Trustee Allen:** Agrees with Trustee Vanni's concerns with potential liability.

**Village Administrator Brian Bourdeau:** States that the Village does not carry insurance on these individual signs nor is this something that the Village pays for with respect to repair and/or replacement as it is not Village Property. A recent repair need to the Timber Trails sign was handled through the Homeowners Association. Village Staff has been researching the history of the signs through archived records.

**Trustee Chapman:** Questions the potential strain to Public Works Department.

**Public Works Director Wade Kretsinger:** Advises that this minor maintenance does not strain the staff currently.

**President Zambetti:** Advises that the only maintenance previously performed by the Village included mowing of parkway areas up to the sign, some weed management and a few minor repairs.

**Trustee Vanni:** Questions how much maintenance to each subdivision, how to make it fair to all and would there be a template design for the future? Trustee Vanni also advises he would like any cost investment into maintenance or replacement of any sign be the same to each subdivision.

**Trustee Chapman:** Expresses concern over installation of signs and the type and style of sign that would be.

**Trustee Allen:** States that the character and charm of each sign should not be changed and states that she does not believe the communities are looking for change to their existing sign, only maintenance. Trustee Allen would like legal contacted to weigh in on potential issues with maintaining these signs.

It was decided that additional information will be gathered to further discuss or make any decisions.

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## 8. STAFF REPORTS:

**Management Analyst Brady Fisher:** Informed the board that the Easter Egg Hunt planning is on target. Over 6,000 eggs have already been stuffed in preparation.

**Assistant Administrator Riley Lynch:** Provided updates on Community Days events and progress.

**Village Administrator Brian Bourdeau:** Provided a recap of the most recent Plan Commission meeting with respect to the Plote project. He advised that the attendance of residents was too large to complete the meeting in the Village Hall. The meeting was continued to April 9 and will be held at the Eagles Club to accommodate the large group. The Plan Commission was informed to provide a better context to their vote. Information was provided regarding the ticketing for parking, snow violations etc. Currently all tickets go through the Elgin Branch Court. An Administration Judication process is something that may be able to handle locally for ordinance violations. Village Administrator Brian Bourdeau will be working with Chief Todd Block in putting together information on creating this process to be handled locally and will provide to the board at a subsequent meeting. Additionally, Administrator Bourdeau noted that yard waste pickup will begin on the first garbage day in April. He also noted that if the Board had no objections, the April 1, 2025 regularly scheduled Village Board Meeting would be canceled. There were no objections from the Board in response to this.

## 9. TRUSTEE REPORTS:

**Trustee Vanni:** provided an updated report on the tollway bike path along Tyrell. A bypass bridge over Tyrell Road was discussed. Village Administrator Brian Bourdeau added that he has discussed this project with John Zabrocki from Robinson Engineering. Robinson has identified some possible funding sources. The funding sources and grants typically require preliminary engineering plans.

**10. PRESIDENT'S REPORT:** President Zambetti states that a Plan Commission member is looking to step down and offered a nominee for the position. An evaluation should be conducted for the Plan Commission members to identify any other that may be looking to step down.

## 11. EXECUTIVE SESSION: (None)

## 12. 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 Vanni at 7:54pm. Voice vote carried unanimously, - Aye: (4) Trustees Allen, Vanni, Chapman & Redfield. / Nay: 0 / Absent: (2) Trustees Coats & Marino /Abstained: (0)*

The meeting ended at 7:54pm.

Respectfully submitted,

*Riley Lynch*

Assistant Village Administrator

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