



**MINUTES FOR VILLAGE OF GILBERTS  
BOARD OF TRUSTEES MEETING  
Village Hall: 87 Galligan Road, Gilberts, IL 60136  
Meeting Minutes  
Tuesday, November 16, 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, Hacker, Coats, and Redfield. Others present: Village Administrator Brian Bourdeau, Public Works Director Aaron Grosskopf, Building Official John Swedberg, and Management Analyst Riley Lynch.

**3. PUBLIC COMMENT**

There were no public comments at this time.

**4. CONSENT AGENDA**

- A. A Motion to Minutes from the November 2, 2021 Village Board Meeting
- B. A Motion to approve Bills and Payroll dated November 16, 2021
- C. A Motion to approve the October 2021 Treasurer's Report

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

**5. ITEMS FOR APPROVAL**

- A. A Resolution Amending an Agreement with Jetco Ltd. For Maintenance and Painting of the Indian Trails Water Tower –

**A Motion was made by Trustee Allen and seconded by Trustee LeClercq to Approve Resolution 29-2021, a Resolution Amending an Agreement with Jetco Ltd. For Maintenance and Painting of the Indian Trails Water Tower.** Roll call vote: Trustees Allen, Hacker, Coats, Redfield, LeClercq, and Corbett voted Aye. 0-nays, 0-abstained. Motion carried.

## 6. ITEMS FOR DISCUSSION

- A. Discussion Regarding Building Department Inspections and Permit Review Beginning January 2022 – Administrator Bourdeau advised the Board that Steve Nero and Jerry Nellesen from SAFEbuilt was on the Zoom call to talk more about their services and answer any questions. Mr. Nellesen addressed the concerns of charging re-inspection fees in order to make more money. Mr. Nellesen stated that SAFEbuilt’s philosophy is more education orientated and rarely do they have to go back for a re-inspection. Trustee Allen asked when the fee schedule would be completed to which Administrator Bourdeau advised that it should be solidified in the coming days.
- B. Discussion and Presentation Regarding an Update to the Village’s Comprehensive Plan – Administrator Bourdeau advised the Board that it has been 18 years since the Village has updated the Comprehensive Plan. Over the past 18 years since the most recent adopted Comprehensive Plan, physical land use, social trends and the general economy has evolved substantially. While not regulatory in nature, a Comprehensive Plan can inform both public Village decisions such as budgetary and land use choices as well as serve as a communication tool to the private sector about what the Village hopes to see in the future. The Village has reached out to Teska Associates for assistance with developing the new Comprehensive Plan. Teska is a comprehensive community and economic development, and land planning firm serving the northern Illinois area since 1975. The firm has vast experience in developing Comprehensive Plans including Lockport, Rolling Meadows, Deer Park, Round Lake, Warrenville, Wilmette, Wood Dale, Zion and Frankfort. Teska can also provide assistance and has worked with the Village’s Attorney in other communities with zoning ordinance updates. While updates to the UDO are not directly within the scope of the Comprehensive Plan process, recommendations for updates to the UDO may come through as part of an implementation of the Comprehensive Plan. Michael Blue from Teska gave a presentation regarding their scope of services and how they could assist the Village. Administrator Bourdeau advised that this process would take approximately 12-15 months. The overall investment in the project, including the three subareas of focus, is approximately \$65,000. Given the duration of the project, the cost would be split between two Village fiscal years. The Village would use anticipated current year surplus dollars or reserves to fund this investment.

## 7. STAFF REPORTS

### Administrator Bourdeau

- Representatives will be coming out for site visits for the IDNR grant.
- Staff is currently reviewing site plan submissions for the Shell Gas Station car wash.
- There are no new updates from the Tollway regarding the sound wall.

Analyst Lynch

- The phone system replacement will be slightly delayed due to a supply chain issue preventing the equipment from being delivered on time.

Director Grosskopf

- Staff is prepping for snow plow operations.
- The water tower painting project has begun.

**8. TRUSTEES' REPORTS**

Trustee Allen

- Received correspondence from the Bisons to pass along a thank you to the Public Works Department for assisting with the fields.

**9. PRESIDENTS' REPORT**

Cliff Surgess approached the Board during the President's Report to share a few items with the Board regarding the County considering widening Tyrell Road.

**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 Hacker to adjourn from the public meeting at 8:45 pm.** Voice vote carried unanimously.

Respectfully submitted,



Courtney Baker  
Village Clerk