



Village of Gilberts

Village Hall: 87 Galligan Road, Gilberts, Illinois 60136

Ph: 847-428-2861 Fax: 847-428-2955

www.villageofgilberts.com

VILLAGE BOARD MEETING AGENDA

Tuesday, January 7, 2020 - 7:00 p.m. - Village Hall Board Room

ORDER OF BUSINESS

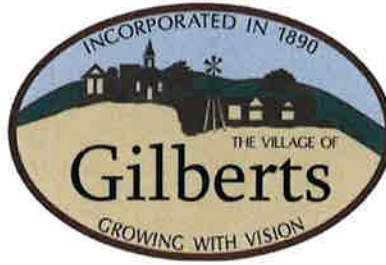
- 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL / ESTABLISH QUORUM**
- 3. PUBLIC COMMENT***
- 4. CONSENT AGENDA**
 - A. A Motion to approve Minutes from the December 17, 2019 Village Board Meeting
 - B. A Motion to approve Bills & Payroll dated January 7, 2020
- 5. ITEMS FOR APPROVAL**
- 6. ITEMS FOR DISCUSSION**
 - A. Presentation and Discussion of a Village of Gilberts Police Department Facebook Page
 - B. Discussion Concerning Renewal of the Village of Gilberts' 2020 Northern Kane County Chamber Membership
- 7. STAFF REPORTS**
- 8. TRUSTEES' REPORTS**
- 9. PRESIDENTS' REPORT**
- 10. EXECUTIVE SESSION***
- 11. ADJOURNMENT**

***Executive Session Information**

A portion of the meeting will be closed to the Public, effective immediately as Permitted by 5 ILCS 120/2(c) (1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village, and as permitted by 5 ILCS 120/2 (c) (11) to discuss litigation against, affecting, or on behalf of the Village which has been filed and is pending in a court or administrative tribunal of which is imminent and as permitted by 5 ILCS 120/2(c) (21) to review and approve closed session minutes and as permitted by 5 ILCS 120/2 (c) 2 Collective negotiating matters.

***Public Comment Policy**

Anyone indicating a desire to speak during Public Comments portion of the Village Board Meeting will be acknowledged by the Village President. All remarks are to be addressed to the Village President and Board of Trustees as a whole, not to any specific person(s). To ensure that everyone who wishes to speak has the opportunity to do so, please limit your comments to five minutes. Additional time may be granted at the discretion of the Village President. If you have written comments, please provide a copy to the Village President. If there are a number of individuals present to speak on the same topic, please designate a spokesperson that can summarize the issue. During Public Comments, the Village President, Trustees and Staff will listen to comments and will not engage in discussion. The Village President or Trustees may ask questions to better understand your concern, suggestion or request. Please direct any personnel concerns to the Village Administrator before or after the meeting. The Village of Gilberts complies with the Americans Disabilities Act (ADA). For accessibility Assistance, please contact the Village Clerk at the Village Hall, telephone number is 847-428-2861". Assistive services will be provided upon request.



**MINUTES FOR VILLAGE OF GILBERTS
BOARD OF TRUSTEES MEETING
Village Hall: 87 Galligan Road, Gilberts, IL 60136
Meeting Minutes
Tuesday, December 17, 2019**

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, Corbett, Allen, Zambetti, Farrell, Hacker, and President Zirk. Others present: Village Administrator Brian Bourdeau. For members of the audience, please see the attached copy of the sign-in sheet.

3. PUBLIC COMMENT

There were no public comments at this time.

4. CONSENT AGENDA

- A. A Motion to approve Minutes from the December 3, 2019 Village Board Meeting
- B. A Motion to approve Minutes from the December 10, 2019 Special Village Board Meeting
- C. A Motion to approve Bills & Payroll dated December 17, 2019
- D. A Motion to approve the November 2019 Treasurer's Report
- E. A Motion to approve Ordinance 21-2019, an Ordinance Approving the 2019 Tax Levy for the Fiscal Year beginning May 1, 2020 and ending April 30, 2021
- F. A Motion to approve Ordinance 22-2019, an Ordinance Abating Special Taxes Heretofore Levied to Pay Interest and Principal for \$17,475,000 Village of Gilberts, Kane County, Illinois Special Service Area Number Nine Special Tax Refunding Bonds, Series 2015 (Big Timber Project)
- G. A Motion to approve Ordinance 23-2019, an Ordinance Abating Special Taxes Heretofore Levied to Pay Interest and Principal for \$11,720,000 Village of Gilberts, Kane County, Illinois Special Service Area Number Fifteen Special Tax Refunding Bonds, Series 2014
- H. A Motion to approve Ordinance 24-2019, an Ordinance Abating Special Taxes Heretofore Levied to Pay Interest and Principal for \$9,750,000 Village of Gilberts, Kane County, Illinois Special Service Area Number Twenty-Four Special Tax Refunding Bonds, Series 2014

- I. A Motion to approve Ordinance 25-2019, an Ordinance Abating the Tax Heretofore Levied to Pay Principal and Interest for \$1,975,000, General Obligation Bonds (Alternate Revenue Source), Series 2011 of the Village of Gilberts, Kane County, Illinois
- J. A Motion to approve Resolution 27-2019, a Resolution Approving a Renewal Proposal by Arthur J. Gallagher & Co. for General Liability, Property, Risk Management and Workers Compensation Insurance Coverage for the Policy Period December 31, 2019 – December 31, 2020
- K. A Motion to Approve Resolution 26-2019, a Resolution Regarding the Semi-Annual Review of Executive Session Minutes
- L. A Motion to Approve Resolution 28-2019, a Resolution Approving an Agreement with Fantasy Amusement Co., Inc. to Provide Amusements for the 2020 Gilberts Community Days Festival
- M. Accept and place on file the Municipal Compliance Report for the Village of Gilberts Police Pension Fund for the Fiscal Year ending April 30, 2019

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-M as presented. Roll call vote: Trustees Corbett, Allen, Zambetti, Farrell, Hacker and Kojzarek voted Aye. 0-nays, 0-abstained. Motion carried.

5. ITEMS FOR APPROVAL

There were no items for approval.

6. ITEMS FOR DISCUSSION

There were no items for discussion.

7. STAFF REPORTS

Administrator Bourdeau

- Announced that the Public Works Director/Building Inspector job posting will be posted online this week.

8. TRUSTEE REPORTS

There were no trustee reports at this time.

9. PRESIDENT'S REPORT

President Zirk has nothing to report at this time.

10. ADJOURNMENT

There being no further public business to discuss, **a Motion was made by Trustee Allen and seconded by Trustee Corbett to adjourn from the public meeting at 7:03 p.m.** Voice vote carried unanimously.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Courtney Baker", with a long horizontal flourish extending to the right.

Courtney Baker
Village Clerk

Department: 00 GENERAL FUND

IPBC - INTERGOVERNMENTAL PERSONN EMPLOYEE DENTAL CONTRIBUTION	2,029.91
IPBC - INTERGOVERNMENTAL PERSONN EMPLOYEE HEALTH INS. CONTRIBUT	27,567.83
IPBC - INTERGOVERNMENTAL PERSONN EMPLOYEE LIFE INSURANCE	74.75
Total: 00 GENERAL FUND	29,672.49

Department: 01 ADMINISTRATIVE

ARTHUR J. GALLAGHER	INSURANCE LIABILITY	67,285.00
AT&T U-VERSE	COMMUNICATIONS	57.59
BENEFIT PLANNING CONSULTANTS, DELUXE	CONTRACTUAL SERVICES	300.00
ILCMA	OFFICE SUPPLIES	444.66
MARCO TECHNOLOGIES LLC	OPERATING EXPENSE	50.00
RICHARD SPINKER	CONTRACTUAL SERVICES	43.55
STEPHEN D. TOUSEY LAW OFFICE	CONTRACTUAL SERVICES	175.00
THE STEVENS GROUP	LEGAL EXPENSE	92.50
THE STEVENS GROUP	POSTAGE	354.35
THE STEVENS GROUP	PRINTING	4,754.48
UNION NATIONAL BANK OF ELGIN	73 INDUSTRIAL PRINCIPAL	2,042.36
UNION NATIONAL BANK OF ELGIN	73 INDUSTRIAL INTEREST	1,468.18
VERIZON WIRELESS	COMMUNICATIONS	64.05
WENDY HANCZAR	NISRA EXPENSE	68.00
Total: 01 ADMINISTRATIVE		77,199.72

Department: 02 POLICE

CANTEEN REFRESHMENT SERVICES	OFFICE SUPPLIES	40.23
CONRAD POLYGRAPH, INC.	CONTRACTUAL SERVICES	1,135.00
DISCOUNT TIRE	MAINTENANCE VEHICLES	1,758.00
ERIC MEADOR	UNIFORMS - 05/01/2019 OR AFTER	27.24
GOLDEN GRAPHICS	UNIFORMS - 05/01/2019 OR AFTER	83.00
ILEAS	TRAINING EXPENSE	300.00
INTEGRATED PURCHSING OPTIONS	OFFICE SUPPLIES	163.06
KANE COUNTY CHIEFS OF POLICE	DUES	750.00
MARCO TECHNOLOGIES LLC	CONTRACTUAL SERVICES	20.91
MENARDS - CARPENTERSVILLE	SMALL TOOLS AND EQUIPMENT	44.94
MIDWEST RADAR & EQUIPMENT	CONTRACTUAL SERVICES	280.00
RICHARD SPINKER	CONTRACTUAL SERVICES	315.00
STEPHEN D. TOUSEY LAW OFFICE	LEGAL EXPENSE	400.00
TOM PECK FORD OF HUNTLEY	MAINTENANCE VEHICLES	5,030.60
VERIZON WIRELESS	COMMUNICATIONS	274.87
VERIZON WIRELESS	CONTRACTUAL SERVICES	364.47
Total: 02 POLICE		10,987.32

Department: 03 PUBLIC WORKS

CANTEEN REFRESHMENT SERVICES	CONTRACTUAL SERVICES	29.74
COMMONWEALTH EDISON	STREETLIGHTING	327.77
CONSTELLATION NEWENERGY, INC.	STREETLIGHTING	260.75
ELMUND & NELSON CO.	STREETLIGHTING	1,204.00
MARCO TECHNOLOGIES LLC	CONTRACTUAL SERVICES	95.83
MENARDS - CARPENTERSVILLE	MAINTENANCE BUILDING	4.99
MENARDS - CARPENTERSVILLE	MAINTENANCE STREETS	87.40
NAPA AUTO PARTS	MAINTENANCE VEHICLES	8.49
NORTHWESTERN MEDICINE OCCUPATION	CONTRACTUAL SERVICES	35.00
POMP'S TIRE SERVICE, INC.	MAINTENANCE VEHICLES	2,202.10
VERIZON WIRELESS	COMMUNICATIONS	118.88
Total: 03 PUBLIC WORKS		4,374.95

Department: 04 BUILDING

B&F CONSTRUCTION CODE SVC, INC	BUILDING PERMIT EXPENSE	225.00
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B&F CONSTRUCTION CODE SVC, INC	BUILDING PERMIT EXPENSE-PASS T	200.00
MARCO TECHNOLOGIES LLC	CONTRACTUAL SERVICES	250.00
NAPA AUTO PARTS	MAINTENANCE VEHICLES	22.82
RICHARD SPINKER	CONTRACTUAL SERVICES	175.00
VERIZON WIRELESS	COMMUNICATIONS	64.05
Total: 04 BUILDING		<u>936.87</u>

Department: 06 PARKS

COMMONWEALTH EDISON	UTILITIES	61.94
Total: 06 PARKS		<u>61.94</u>

Department: 10 WATER SYSTEMS

ALEXANDER CHEMICAL CORPORATION	CHEMICALS	1,664.63
COMPASS MINERALS AMERICA	BRINE HAULING EXPENSES	13,670.63
DYNEGY ENERGY SERVICES	UTILITIES	8,752.29
INTEGRATED PURCHSING OPTIONS	OFFICE SUPPLIES	15.99
MARCO TECHNOLOGIES LLC	CONTRACTUAL SERVICES	61.97
MARTY'S AUTOMOTIVE	MAINTENANCE VEHICLES	366.62
PDC LABORATORIES, INC	LABORATORY TESTING	15.00
THIRD MILLENNIUM ASSOCIATES	PRINTING	50.34
USA BLUEBOOK	LAB SUPPLIES & EQUIPMENT	126.43
VERIZON WIRELESS	COMMUNICATIONS	101.67
Total: 10 WATER SYSTEMS		<u>24,825.57</u>

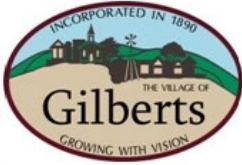
Department: 20 WASTEWATER SYSTEMS

ALEXANDER CHEMICAL CORPORATION	CHEMICALS	4,993.87
CONSTELLATION NEWENERGY, INC.	UTILITIES	701.17
CONSTELLATION NEWENERGY, INC.	ELECTRIC	467.01
DYNEGY ENERGY SERVICES	UTILITIES	8,752.29
ELECTRIC MOTOR CORPORATION	COLLECTION SYS. PUMP MAINT.	6,265.00
INTEGRATED PURCHSING OPTIONS	OFFICE SUPPLIES	15.99
MARCO TECHNOLOGIES LLC	CONTRACTUAL SERVICES	61.97
MARTY'S AUTOMOTIVE	MAINTENANCE VEHICLES	366.62
MENARDS - CARPENTERSVILLE	SMALL TOOLS AND EQUIPMENT	125.98
NICOR	UTILITIES	671.44
SUBURBAN LABORATORIES	LABORATORY TESTING	2,766.00
THIRD MILLENNIUM ASSOCIATES	PRINTING	50.34
VERIZON WIRELESS	COMMUNICATIONS	101.67
Total: 20 WASTEWATER SYSTEMS		<u>25,339.35</u>

Department: 90 GENERAL P/W PROJECTS EXPENSES

ECONO SIGNS LLC	SIGNS EXPENSE	551.99
Total: 90 GENERAL P/W PROJECTS EXPENSES		<u>551.99</u>

*** GRAND TOTAL *** 173,950.20



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To: Village President and Board of Trustees

From: Brian Bourdeau, Village Administrator

Date: January 7, 2020 Village Board Meeting

Re: Items 6.A: Presentation and Discussion of a Village of Gilberts Police Department Facebook Page

In coordination with Village Hall, the Police Department has proposed the establishment of a Facebook page focused on posts and communications unique to public safety. Officer J. Hernandez recently attended a public safety focused training on social media and has prepared a draft Facebook page for the Village's Police Department. Many surrounding communities utilize both a general municipal Facebook page as well as a public safety focused page in their social media outreach. Similar to the Village's main page, the Village Police Department page would be an official public forum of the Village and would be subject to all applicable records retention policies.

The proposed page would be jointly administered by Village Hall and the Police Department. Examples of content on the Village's Police Department page include:

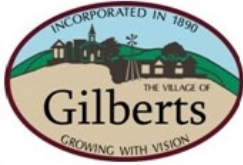
- Tips and information related to crime prevention;
- Investigative requests for information;
- Requests that ask the community to engage in projects that are relevant to the Village;
- Safety information;
- Traffic information (i.e. road closures due to weather or accidents);
- Press releases; and
- Recruitment of Police Officers and/or candidate testing opportunities.

Where appropriate, the Village's main page will also reshare posts to assist in raising awareness and communicating the message. Information that would never be shared via either of the Village's Facebook pages would be information that would compromise an ongoing investigation, violate any individual, confidentiality and/or privacy rights or content protected by state or federal laws.

The Village's Police Department page will note that the page should not be used to report an emergency, request police services or report a crime since it is not monitored 24 hours/7 days per week. Users will be directed to call 911 in an emergency or (630) 232-8400 for non-emergencies. Other common requests that would be anticipated to be delivered to the Village via a Facebook page include Freedom of Information Act requests and requests to file a police report. The Village will place a FOIA link on the Facebook page that will take users directly the online form for filing a FOIA request with the Village Clerk. The page will also address the question about filing a police report by requesting users to either contact non-emergency to request an officer or stopping by the station to make the report.

Presentation and Discussion of a Village of Gilberts Police Department Facebook Page
January 7, 2020 Village Board Meeting - 2

Village staff will present the draft unpublished Facebook page and answer any questions or concerns from the Board. One area of concern would be the administration and moderation of comments. Should the Village Board wish to proceed forward, it is recommended that the Village in consultation with the Village attorney create public comment policy to be adopted by the Board that provides public guidance on what comment content is permissible and/or could be removed. This same public comment policy could be utilized for the Village's main Facebook page as well.



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To: President Zirk and the Board of Trustees
From: Brian Bourdeau, Village Administrator
Date: January 7, 2020 Village Board Meeting
Re: Item 6.B: Discussion Concerning Renewal of the Village of Gilberts' 2020 Northern Kane County Chamber Membership

Included in the packet is the 2020 Northern Kane County Chamber of Commerce (NKCC) membership invoice. Staff is seeking direction regarding renewal of the 2020 NKCC membership.



Northern Kane County
CHAMBER OF COMMERCE

MEMBERSHIP RENEWAL INVOICE

Membership Reminder Invoice - Village of Gilberts

Membership Information

Invoice Number: 4239-9219

Anniversary Month: 1
Last Anniversary Year Paid: 2019
Date Joined: 1/20/1999

Contact Information

Please review contact information and make corrections if needed:

Billing Contact: **Brian Bourdeau**
Address: **87 Galligan Road**
Gilberts, IL 60136
Phone: **(847) 428-2861 ext**
Fax: **(847) 428-2955**
E-Mail: **bbourdeau@villageofgilberts.com**
Web site: **www.villageofgilberts.com**

Membership Status Information for Renewal

Current Membership Status: **Non For Profit \$175**

If you wish to upgrade to a higher level of membership, check new box below.

Pay Annually OR **Semi annually**
(Check or Credit Card) (Credit Card Only)

- | | |
|---|---|
| <input type="checkbox"/> Platinum \$1000 | <input type="checkbox"/> First Payment |
| <input type="checkbox"/> Gold \$550 | \$ _____ |
| <input type="checkbox"/> Silver \$325 | <input type="checkbox"/> Second Payment |
| <input type="checkbox"/> Basic \$250 | on _____ |
| <input type="checkbox"/> Home-Based \$195 | |
| <input type="checkbox"/> Not for Profit \$175 | |
| <input type="checkbox"/> Citizen \$75 | |

Consent to Electronic Communications

Please initial to give the Chamber permission to communicate with you via fax and/or email.

_____ You may communicate via fax machine

_____ You may communicate via E-MAIL

Additional:

Dollars for Scholars Donation _____

Payment Method

Make Check payable to Northern Kane County Chamber of Commerce and mail to 20 S. Grove Ave. Ste 101 ~ Carpentersville, IL 60110

Check Enclosed \$ _____

Credit Card Visa MasterCard Amex Discover

Number _____ /CVS# _____ Exp Date _____

Name, Billing Address and ZIP _____

Signature _____